

COLLECTION  
DEVELOPMENT MANUAL  
OF THE  
NATIONAL LIBRARY  
OF MEDICINE  
1985

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Public Health Service • National Institutes of Health



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<b>16. Abstract (Limit: 200 words)</b>  The Collection Development Manual of the National Library of Medicine guides staff and book dealers in selecting both print and non-print materials for inclusion in the Library's collection. It also serves as an overall guide to NLM's collection and development policies for users of the Library's products and services.  The manual defines "scope," or the range of subjects to be acquired, and "coverage," the extent to which each subject is acquired for the NLM collection. In addition to the official statement on scope and coverage and the selection guidelines by subject and by format or type of material, the manual includes an overview and history of the NLM collection; a description of the Library's policies for acquisitions, preservation, and collection weeding; and a statement of the relationships among the collections of NLM, the Library of Congress, and the National Agricultural Library.  The manual is subject to review and revision as required.			
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## PREFACE

The Collection Development Manual of the National Library of Medicine supersedes the Scope and Coverage Manual of the National Library of Medicine published in 1977 and is the most recent in a series of manuals developed to guide staff in the selection of literature for the NLM collection. The first such manual was produced in 1951; new editions have appeared every five to eight years since that time. Because the collection affects many NLM services, the manual is also designed to explain NLM's collecting practices to the staffs of other health sciences and research libraries.

Like its predecessors, the Collection Development Manual attempts to define "scope," or the range of subjects to be acquired, and "coverage," or the extent to which each subject is acquired for the NLM collection. The goal is to ensure that the vast majority of items included are of likely potential relevance to health professionals and that the vast majority of items excluded are of little potential relevance. Establishing reasonable borders for the collection is a difficult task, complicated by the interdependence of medicine and many other fields of research or endeavor, the continual expansion of knowledge in biomedicine, and the development of new formats for information transfer. The new manual attempts to clarify and improve selection guidelines in several areas, including the behavioral sciences and chemistry. It also more adequately reflects areas of growing interest to health professionals, such as diagnostic imaging techniques, medical informatics, and laboratory animal ethics.

In addition to expanded and restructured scope and coverage guidelines, the Collection Development Manual includes an overview and history of the NLM collection; a description of the Library's policies for acquisitions, preservation, and collection weeding; and a statement of the relationships among the collections of NLM, the Library of Congress, and the National Agricultural Library. The inclusion of these additional sections led to the change in title from Scope and Coverage Manual to Collection Development Manual.

The production of the new manual has occupied significant NLM staff time over the past two years. Directed by members of the Technical Services Division, over fifty NLM employees representing almost every organizational unit in the Library made significant contributions to the manual's development. The ability to draw on this broad resource of subject expertise and talent undoubtedly has had a very positive effect on the final product. A list of NLM staff contributors appears on pages 99-100.

NLM is also indebted to a number of people outside the Library who provided valuable assistance in the preparation of the new manual. Dr. Faye Abdellah, Deputy Surgeon General and Chief Nurse Officer, U.S. Public Health Service, served as the NLM Board of Regents liaison to the project. The following consultants provided valuable advice and counsel:

Dr. John Blake, former Chief, History of Medicine Division,  
NLM (retired)

Ms. Virginia Bowden, Associate Director, Health Sciences  
Library, University of Texas at San Antonio

Dr. Walter Friedlander, Professor of Medical Humanities  
and of Neurology, University of Nebraska Medical Center

Mr. Daniel Richards, Assistant Health Sciences Librarian  
for Resources & Reference Services, Columbia University  
Health Sciences Library

Dr. Henry Riecken, Professor of Behavioral Sciences,  
University of Pennsylvania School of Medicine. Now  
Associate Director for Planning & Evaluation, NLM

Ms. Anne M. Pascarelli, Associate Librarian, New York Academy  
of Medicine, also provided excellent suggestions for additions and  
changes in format and content. Several collection development state-  
ments prepared by other libraries provided useful models. Particularly  
helpful were:

Collection Development Policy of the Houston Academy of  
Medicine. Texas Medical Center Library, 1980 Revision

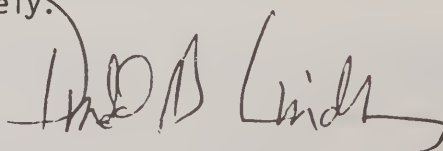
Collection Development Policy of the American Hospital  
Association. Asa S. Bacon Memorial Library 1983

Collection Development Policy. New York Academy of  
Medicine 1982

Current Collecting Practices. Yale University  
Library 1977

RLG Medical and Health Sciences Program. Medical and  
Health Sciences Conspectus

NLM is committed to the continuing evaluation of its selection policies  
and its collection as part of its overall mission to improve the  
delivery of biomedical information in support of medicine and health  
care. Although the production of the Collection Development Manual is a  
significant accomplishment, its value is dependent on how successfully  
it reflects and anticipates the information needs of health sciences  
professionals and how intelligently its guidelines are used and inter-  
preted. The Library staff is working to build a collection that serves  
health professionals. We invite comments and suggestions on how we can  
achieve this goal more effectively.



Donald A. B. Lindberg  
Director, National Library of Medicine

## INTRODUCTION

The National Library of Medicine (NLM) is one of three national libraries in the United States and is the world's largest research library in a single scientific and professional field. NLM's primary mission, as mandated by the Congress, is service to the health professional. To support this mission the Library collects materials comprehensively in all major areas of the health sciences and, to a lesser degree, in such areas as anthropology, biology, chemistry, and sociology. The holdings include more than 3.1 million items in over 70 languages representing imprints from virtually every country of the world.

### Policy

The authority for NLM to determine what is to be collected is implicit in the National Library of Medicine Act, which empowers it to "acquire and preserve ... library materials pertinent to medicine." Building on this mandate, the Board of Regents, an advisory body to the Secretary of Health and Human Services (HHS) on matters affecting the Library, adopted the following policy selection and acquisition policy in June 1976:

This Scope and Coverage Policy is established for the National Library of Medicine (NLM) pursuant to the authority contained in the National Library of Medicine Act of 1956 (P.L. 84-941).

Every area of human activity may affect or be affected by the health of the human community, but NLM cannot presume to collect all literature that has some relevance, however remote, to health. The collection practices of NLM shall concentrate on the biomedical literature without being limited by present perceptions or preoccupations.

Coverage of the scholarly biomedical literature will be comprehensive; coverage of other biomedical literature may be more selective. In determining coverage, NLM will take into consideration its role as the national resource for the provision of biomedical literature not otherwise readily available, and as the national bibliographic center for biomedical literature, for the health professions.

NLM is aware of the acquisitions policies and collection emphasis of the Library of Congress and the National Agricultural Library. While a certain amount of duplication of collections among the three national libraries is inevitable, and indeed often necessary, NLM recognizes the ultimate interdependence of these libraries, and its collecting policies will reflect this.

It is impractical for NLM to give consideration to estimates of quality in acquiring printed literature for the collection. The Director may require that quality evaluation procedures be established to assist in determining what non-print materials shall be collected by NLM.



Nothing in this policy statement shall be construed to require the disposal of any literature previously acquired by NLM that would not be eligible for acquisition under this policy or under any present or future Scope and Coverage Manual, nor shall this policy statement be construed to limit the acquisition by NLM of literature that may be needed by NLM staff in the fulfillment of their duties, or that may reasonably be provided for the reference convenience of NLM reading room users.

The healing arts can only be understood in their cultural context; therefore, scope and coverage decisions will have to be interpreted with flexibility in acquiring literature relating to the history of medicine.

The Scope and Coverage of acquisitions for the NLM collections shall be detailed for operational purposes in a manual to be developed and amended from time to time in a manner to be determined by the Director. A group of senior NLM staff shall be designated by the Director for the purpose of meeting regularly to consider the need for changes in the manual and to recommend appropriate changes to the Director.

#### Definitions:

- A. "Literature" shall be construed to include information not only in the form of the written or printed word, microfilms and graphic materials, etc., but also such non-print information formats as audiotapes, videotapes, films (both still and motion picture), slides, computer tapes, etc.
- B. "Health Professions" shall include persons 'engaged in the administration of health activities, the provision of health services, or in research, teaching, or education, concerned with the advancement of medicine or other sciences related to health or improvement of the public health.'
- C. "Biomedical" shall mean pertaining to health care, to the practice of the science and art of medicine broadly conceived, or to those branches of life sciences which are fundamental to that science and art.
- D. "Scope" shall mean the bounds of the subject areas within which NLM collects.
- E. "Coverage" shall mean the extent of completeness of the collection in the subject areas that are in scope.
- F. "Collect" shall mean to acquire for inclusion in the literature holdings of NLM.

## Relationship among the Library of Congress, National Agricultural Library and NLM Collection Development Policies

The three national libraries strive to keep overlap among their collections to the minimum necessary to serve their diverse user populations. The Library of Congress (LC) collection policy for medical literature is as follows:

- I. The Library of Congress will endeavor to acquire for its permanent collections books, serials, films, videotapes, and other library materials which contribute to a knowledge of the social, economic, historical, political and legal aspects of medicine; one copy of basic English-language textbooks in medicine and other substantial monographs received by copyright deposit; basic reference tools, e.g., bibliographies, medical dictionaries, and official directories of national medical associations; popular works in the United States addressed to the layman; works on traditional non-Western systems of medicine in all languages; tropical medicine as it relates to public health and socio-economic structure; the official organs of international and national medical associations throughout the world; and official organs of regional medical associations of the United States.
- II. The Library will not acquire works relating to the actual practice of medicine (including dentistry, podiatry, osteopathy, chiropractic, nursing, pharmacology, or hospital administration) addressed primarily to professional practitioners. While an exception to this statement shall be made in the case of works in English in the general field of psychiatry, the Library will not acquire works confined solely to techniques in the clinical diagnosis and treatment of mental disorders.
- III. Copyrighted serials relating solely to the practice of medicine, as described in Section II, will not be retained. Except as noted in Section I, monographic copyright deposits will be transferred to the National Library of Medicine. Selected titles, however, may be retained for temporary use.
- IV. The above policy shall not preclude the acquisition of selected rare materials for their bibliographic interest or their relationship to other materials in the Library's collections.<sup>2</sup>

The principal areas of overlap between the NLM and LC collections are the political, economic, and social aspects of health care and the health care delivery system. NLM covers the technical medical literature addressed to health professionals; LC covers popular medical literature addressed to the general public. LC also comprehensively covers subjects related to medicine, such as anthropology and biology, that NLM may collect less fully.

The principal area of overlap between the NLM and the National Agricultural Library (NAL) collections is veterinary science. Together, the two libraries attempt to collect, retain, and preserve all significant information on this subject. NLM collects comprehensively in comparative medicine, experimental surgery, the human-animal bond, and primatology, while NAL collects these more selectively. Both NLM and NAL collect comprehensively in laboratory animal science and technology, the veterinary profession, veterinary radiobiology, and veterinary public health. NAL collects all other aspects of veterinary science comprehensively; NLM collects these less completely. NAL's collection of legislation and foreign government reports and documents dealing with veterinary science also is more comprehensive than NLM's collection. To clarify differences in coverage of veterinary subjects by the two libraries, notes regarding NAL's collecting level for appropriate topics appear throughout the subject section of this manual in this form (NAL: Comprehensive). A joint NLM/NAL statement on collection development responsibilities in veterinary science was issued in March 1985 and is included as Appendix I of this manual.

### Purpose of Manual

In accordance with the policy of the Board of Regents, the 1985 Collection Development Manual has been prepared to provide NLM staff and its book dealers with guidelines for selecting both print and non-print materials for inclusion in the Library's collection. It also is intended to serve as an overall guide to NLM's collection development policies for users of the Library's products and services.

Since 1951, the National Library of Medicine (then the Army Medical Library) has had a number of scope and coverage manuals to guide staff in the selection of literature. These periodically revised manuals have attempted to define what subjects are pertinent to medicine ("scope") and to what extent such material, depending on its degree of pertinence, should be collected ("coverage").

The 1985 edition replaces the 1977 Scope and Coverage Manual of the National Library of Medicine and has been broadened to include an overview and history of the collection, discussion of acquisitions, retention, and preservation policies, and a discussion of the relationships among the collections of the three national libraries.



## HISTORY OF THE COLLECTION

The National Library of Medicine evolved from a small collection of books and journals in the Office of the Surgeon General of the Medical Department of the Army. Begun by Joseph Lovell, Surgeon General from 1818 to 1836, it grew rather slowly at first. The first request for funds--\$150 to buy books--appeared in the 1836 estimate of expenses for the Medical Department. In 1840 an unknown staff member prepared the first Catalogue of Books in the Library of the Surgeon General's Office. This handwritten list records only 134 titles representing about 200 volumes, a collection smaller than the personal libraries of many mid-nineteenth century physicians and far exceeded by those of established medical schools and various medical societies and institutions. The Pennsylvania Hospital in Philadelphia, for example, owned more than 3,500 books and journals, the New York Hospital about 5,000 volumes, and the Boston Medical Library over 1,300 volumes. However, even at this early period an embryonic scope and coverage policy for the Library began to emerge.

In 1842 Congress, apparently alarmed at the growth of government libraries ... laid down guidelines for the purchase of books through a provision in the appropriations act. During fiscal year 1842-1843 the Surgeon General had to affirm to the Secretary of War that such works as he ordered were "necessary and proper to carry on the business." The Secretary approved subscriptions to several medical journals and other strictly medical works, but not to Audubon's Birds of America....

Although the Civil War stimulated use of the Library and development of its collection, it had grown to only 1,800 volumes by 1864. In that year Surgeon General Joseph K. Barnes published the first printed catalog. It listed books alphabetically by author under nine subject headings: anatomy; physiology; materia medical, pharmacy, and therapeutics; general pathology and practice of medicine; surgery; midwifery and diseases of women and children; medical jurisprudence and medical police; natural philosophy; chemistry, etc. It also listed miscellaneous journals, reviews, reports, and encyclopedias.

After Lee's surrender at Appomattox, the Army closed temporary military hospitals, dismantled their libraries, and sent the most valuable of their works to the Army Medical Library in Washington. In addition to medical works, books accessioned during this period covered such diverse subject areas as navigation, astronomy, geology, and agriculture. In October 1865 responsibility for the growing collection of books and journals was entrusted to John Shaw Billings. Under his direction acquisitions expanded dramatically. By the end of 1870 he presided over one of the largest medical libraries in the United States, exceeded only by those of the Pennsylvania Hospital and the College of Physicians in Philadelphia.

Sometime during 1871, discussions between Billings and Surgeon General Barnes led to a decision to broaden the objectives of the Library to include service to the entire American medical profession, not just the military. Their plan was to develop a "National Medical Library" with a collection of medical literature that would contain "every medical book

published in this country and every work relating to public health and state medicine."<sup>4</sup>

Billings was indefatigable in his pursuit of this aim. Although he collected every type of publication related to medicine, he concentrated on the acquisition of complete files of American medical journals. In a form letter written in 1872, he states, "We are trying to make the files of medical journals (American) in our Library complete, so that there may be one complete collection of that sort to refer to, which at present is not the case."<sup>5</sup> By the time Billings left his post in 1895, the collection had grown to some 73,475 books, 39,412 volumes of journals and transactions, and over 200,000 individual pamphlets and theses. During his tenure the Library also made its first significant efforts to acquire rare books, manuscripts, and prints and photographs on the history of medicine, and to develop literature exchange programs with domestic and foreign institutions.

Over the course of the twentieth century the collection continued to expand. However, by World War II the rate of growth, which had been the most rapid in the country under Billings, had decreased until it was the lowest among America's large research libraries<sup>6</sup>. The wartime demand for increased service stimulated a survey to suggest ways of improving the Library's operations and management. The resulting report recommended an aggressive acquisition program including an increased book budget and an active gift and exchange program.

The war over, the Library set out to remedy the deficiencies in its collection. It initiated programs to acquire U.S. works published during the Depression, to secure literature published in enemy countries during the war, and to reestablish relations with book dealers in all areas of the world. Once again, as Army hospitals were closed, their books and journals were shipped to Washington.

In order to focus the continuing postwar growth, in 1949 Director Frank Bradway Rogers established an internal Committee on Scope and Coverage "to define the subjects to be collected and the degree of collecting within each subject."<sup>8</sup> The Committee, chaired by Estelle Brodman, used the Library of Congress Classification as a framework to determine medical and nonmedical subjects (such as physics, chemistry, and technology) the Library should acquire. It also defined four degrees of coverage for the subjects: skeletal, reference, research, and exhaustive. Finally it recommended policies for specialized areas within the Library, such as an art section and the History of Medicine Division (HMD). The Committee's report provided a basic guide for acquisitions, which has been revised periodically ever since.

A by-product of the study was systematic weeding of the collection to withdraw books considered to be "out of scope." These included murder mysteries in which physicians played major roles, annual reports of the Boy Scouts of America, the Latvian Economist, and many similar items, which over the years had found their way into the Library.

In 1956, Billings' dream of a national library finally was realized when Senators Lister Hill and John F. Kennedy submitted to Congress a bill "to promote the progress of medicine and to advance the national health



and welfare by creating a National Library of Medicine." On August 3, 1956, the National Library of Medicine Act was signed into law. The Library, now officially a part of the National Institutes of Health within the U.S. Department of Health and Human Services, occupies two buildings on the NIH campus. The National Library of Medicine building (1962) contains the collection, reading rooms, and public services; the adjacent Lister Hill Center Building (1980) contains NLM's computer facility, an auditorium, research and development laboratories, the Toxicology Information Program, and the extramural grants programs.

## OVERVIEW OF THE COLLECTION

At the end of fiscal year 1984 the NLM collections stood at more than 3.1 million items. The collection of printed materials totaled some 500,000 monographs, 700,000 bound serial volumes, 170,000 pamphlets, and 280,000 dissertations. There were also 75,000 prints and photographs and over 1 million manuscripts in the Library's historical collections. The incorporation of the National Medical Audiovisual Center into the Library in 1967 led to a program of active acquisition of audiovisual materials. The audiovisual portion of the collection now consists of some 40,000 items including 6,000 videocassettes, 9,000 audiocassettes, 2,000 16mm films, 2,000 historical films, 1,000 filmstrips, and numerous slides. Microform holdings total approximately 34,000 reels of microfilm and 122,000 microfiche, including many technical reports and government documents.

NLM's extensive collections are intended to serve the varied information needs of health science practitioners, scientists, scholars, administrators, and students throughout the United States. Books, journals, and audiovisual materials may be consulted in the reading rooms and Learning Resource Center by on-site users or requested on interlibrary loan through the more than 3,000 institutions in the Regional Medical Library Network.

### General Collection

The General Collection comprises the majority of cataloged post-1870 materials, including monographs, serials, pamphlets, and audiovisuals. NLM subscribes to approximately 23,000 current serial titles. The monograph collection grows by an estimated 12,000 volumes annually, and approximately 1,200 programs are added to the audiovisual collection. The documents portion of the collection includes vital statistics and health-related reports of United States Federal and state governments, foreign national governments, and international regulatory agencies. NLM is a selective Government Depository Library for health-related materials. Materials in the General Collection are shelved in closed stacks.

### Reading Room Collection

The Reading Room, at the south end of the Library's main floor, is the center of reference activities and is intended for the use of professionals and students whose work in the health sciences requires

the use of the Library's modern collection and services. A second reading room serves the needs of patrons who wish to consult the Library's rare book and medical history collections.

An open stack collection of journals and reference works is maintained in the main Reading Room. It consists of approximately 200 English-language journals and a selection of recent books and monographic serials, biomedical indexes, abstracts, bibliographies, reviews, dictionaries, directories, and encyclopedias. NTIS microfiche consisting of health-related report literature also are housed here.

#### Learning Resource Center Collection

The Learning Resource Center houses the library's current audiovisuals, which can be viewed on appropriate equipment in individual learning carrels. Media reference tools and catalogs also are located here.

#### History of Medicine Collection

The judicious collecting by John Shaw Billings of important medical works created the nucleus of the library's rare book and medical history collection. The ongoing collecting of rare books and manuscripts, as well as the acquisition of current monographs and periodicals for over a century, has made the Library's holdings in the history of medicine one of the finest research collections in the world.

The History of Medicine Division maintains a reading room for scholars and researchers. Materials from the collections are also available on interlibrary loan either in the original or in the form of microfilm or photocopy, depending on the age and condition of the item.

#### Printed Works

The earliest printed works in the Library are two volumes dating from 1467. Altogether the Library owns over 500 incunabula, over 5,000 volumes printed in the sixteenth century, and about 67,000 works (including serials and theses) printed in the seventeenth and eighteenth centuries. NLM holds not only most of the great landmarks of medicine, such as William Harvey's De motu cordis, 1628, but also the many works of lesser authors necessary for historical research.

#### Manuscripts and Oral History

Although the Library has about 280 early Western and Arabic manuscripts, the oldest of which dates from 1094, most of NLM's almost 900 manuscript collections contain post-1600 material. Many of these, ranging in size from single items to several thousand documents, were acquired over the past century as part of the general collecting of historical materials. The manuscripts collection is particularly rich in eighteenth and nineteenth century American and British materials and in twentieth century American materials.

In the 1960s the Library embarked on an active acquisitions program for modern manuscripts. Selected individuals who have made significant contributions to contemporary medicine or whose personal papers contribute to an understanding of modern medicine are encouraged to deposit their papers in the National Library of Medicine. Particularly noteworthy acquisitions have included the papers of such medical figures as Stanhope Bayne-Jones, Henry Nelson Harkins, Alan Gregg, Chauncey Leake, and William S. Middleton. The archives of a number of professional societies, including the National League for Nursing, the Association of Military Surgeons, the American Clinical and Climatological Association, the Alpha Omega Alpha Honor Medical Society, and the American Association of Medical Colleges are also preserved at NLM. Related to the modern manuscripts is the Library's collection of about 200 oral history memoirs of important contributors to the field of health.

### Prints and Photographs

The prints and photographs collection consists of some 70,000 items ranging in age and nature from fifteenth century woodcuts to twentieth century photographs. The collection includes over 30,000 individual portraits of physicians, pharmacists, nurses, dentists, and others who have contributed to the health services and professions. Other pictures depict various institutions (e.g., hospitals, laboratories), medical procedures and equipment, military medicine, and so on. The Library owns an estimated 3,000 fine prints, including several hundred caricatures on medically related subjects. The artists represented in the collection include Daumier, Gillray, Hogarth, and Rowlandson.

### Historical Film Collection

The historical film collection consists of 1,000 archivally preserved 16mm films on medical topics dating back to 1917. Video and film viewing copies of many of the films are available for research purposes.

### NLM Publications Archive

A special collection of published materials relating to NLM is maintained in an NLM Publications Archive. It may, to some extent, duplicate materials in the other NLM collections.

Materials collected are as follows:

1. NLM publications
2. Reprints of journal articles and copies of other publications written by NLM staff as part of their official duties
3. Reprints of journal articles, monographs, academic dissertations, and other publications of which NLM is the subject or one of the major subjects written by persons not on the staff



#### 4. Proposed and final legislation relating to NLM and its programs

The official inactive records of NLM are submitted to the National Archives and Records Service (GSA) in accordance with Federal regulations (44 U.S.C. 3101-3107, Chapter 31; 3301-3314, Chapter 33) and generally are not duplicated in the in-house NLM Publications Archive.

#### ACQUISITIONS POLICY

NLM acquires material through book dealers and subscription agents whenever possible, rather than directly from publishers. Gift and exchange arrangements are actively pursued only when materials are difficult to acquire through regular trade channels. The primary reasons for preferring purchase through dealers are savings in staff time and the generally more timely and consistent receipt of materials that commercial channels provide.

Blanket order arrangements for the supply of material based on NLM's scope and coverage policy are in effect with both domestic and foreign dealers. In addition, NLM's professional selectors review national and other bibliographies and trade publications to recommend the acquisition of material for the collection. Other NLM staff may suggest titles, and materials are occasionally selected from recommendations made by users of the Library's services. NLM is undertaking the systematic review of specific subject areas to assess the adequacy of the collection. Such reviews provide a basis for the identification of appropriate selection tools in each area and, if necessary, for the selection of additional materials for the collection.

#### Gifts

NLM welcomes gifts of substantive material that meet the scope and coverage criteria for the collection and do not duplicate material already held. Single items and collections of a few items will be accepted with the understanding that they will be retained or disposed of in the manner most beneficial to the Library. Larger collections of material must be considered on an individual basis. Donors may be asked to submit lists of material or title pages for consideration. Collections that must be kept intact will not be accepted. Manuscript collections will be accepted based on the author or content of the material. (see MANUSCRIPTS p. 29)

The appraisal of a gift to the Library for tax purposes is the responsibility of the donor. The Library will limit its assistance to the donor to

- (1) providing information from auction records and dealers' catalogs;
- (2) providing lists of professional appraisers;
- (3) providing written acknowledgement of gifts received.

The acceptance of a gift that has been appraised by a disinterested third party does not in any way imply endorsement of the appraisal by the Library.

Prospective donors of historical (pre-1871) material, manuscripts, prints and photographs, and any historical medical film footage should be referred to the Chief, History of Medicine Division, NLM. Prospective donors of modern biomedical materials should be referred to the Chief, Technical Services Division, NLM.

### Exchange Program

The exchange program is intended to augment NLM's national and international acquisitions program by obtaining materials that are not available through conventional procurement sources.

NLM makes available for exchange material from a periodically updated list of its general biomedical publications, indexes, and catalogs. It expects to receive in return substantive health-related publications of roughly equivalent monetary value. Institutions interested in obtaining information about exchange programs should be referred to the Chief, Technical Services Division, NLM.

### Added Copies

Added copies are acquired for the collection based on the following guidelines:

1. Monographs: Additional copies of current scholarly works, reference works, handbooks, surveys, bibliographies, etc., may be selected for the Reading Room Collection on the recommendation of the reference staff. Duplicate copies of current international congresses and current substantive monographs in subject areas identified as highly used by the Reference Services Division will be retained if received as gifts. Added copies of heavily used works will be ordered as needed.
2. Serials: In addition to a subscription for a General Collection copy, additional orders will be placed for Index Medicus journals and journals selected for the Reading Room. The Circulation and Control Section may also identify a limited number of high use titles for which added subscriptions will be placed.

The Library will attempt to acquire missing issues and volumes needed to complete holdings of serial titles in subjects collected at the comprehensive and research levels. For serial titles in peripheral subjects it will attempt to fill gaps in runs for the most current five years.

3. Audiovisuals: Added copies of audiovisual materials for the most current three years may be selected based on the level of use.
4. Additional copies of any item may be acquired if needed by staff in connection with their professional responsibilities.

## RETENTION POLICY

With few exceptions, it is NLM policy to retain all material acquired for the collection, although not necessarily in the original format. Following are general guidelines for the retention of materials:

1. Comprehensive Collection: NLM has an archival responsibility for materials in core subject areas. These materials are not weeded except for unneeded, duplicative items.
2. Research Collection: Materials in related subject areas collected at the research level are retained indefinitely. They are not weeded except for unneeded, duplicative materials.
3. Basic Information Collection: In peripheral areas the aim is to provide a broad outline of current knowledge. Monographs including subject histories, textbooks, biographies, dictionaries, and encyclopedias may be weeded if they are more than five years old, and if more current material sufficient to meet the Library's needs has been added to the collection. Major journals, abstracting and indexing services, and major subject bibliographies will be retained indefinitely in whatever format is judged most convenient.

Following are guidelines for weeding of specific categories of material:

1. Duplicates: Duplicate copies of monographs, bound serials, and audiovisuals may be weeded from the collection five years after publication date unless heavy use dictates longer retention. Duplicate unbound serial issues are weeded after all copies specified for the title have been bound. Duplicates of Index Medicus titles will be retained for an additional period in a designated holding area.
2. Superseded Material: Superseded issues of indexing and abstracting services, bibliographies, statistics, and other serials will be discarded after the receipt and, if necessary, binding of periodic cumulations.
3. Newspapers, newsletters, news services: Issues of non-substantive newspapers, newsletters, and news services acquired for on-site use are retained for the current and preceding year and may be weeded thereafter.

## PRESERVATION

The Act creating the National Library of Medicine gave the Library responsibility for the preservation of the biomedical literature. The Library has formulated the following basic assumptions as a framework for carrying out this mandate:

1. NLM has the responsibility to ensure that substantive biomedical literature is preserved, but need not do all the preservation work itself. Its preservation efforts should be coordinated with those of other national libraries, research libraries, and biomedical libraries.
2. NLM has preservation responsibility for literature in all formats including :
  - Computer tapes and discs
  - Manuscripts
  - Microforms
  - Motion picture films
  - Printed literature
  - Prints and photographs
  - Slides and filmstrips
  - Videodiscs
  - Videotapes and audiotapes
3. NLM's primary preservation responsibility is for the content of the biomedical literature rather than its original format. The need to preserve the original format as well as the content of the literature varies depending on the nature of the literature.

In selecting materials for preservation, priority is given to substantive literature in subjects that are collected comprehensively, to historical materials, and to rare and unique materials.



## SCOPE OF THE COLLECTION

The Board of Regents statement on scope and coverage directs NLM to concentrate its collecting efforts on the biomedical literature without being limited by present perceptions or preoccupations as to what constitutes that literature. It also recognizes that every subject may have aspects of interest to some health researchers. In defining the scope of the collection, NLM attempts to identify subjects that are central to biomedicine and, therefore, are to be collected comprehensively. For subjects less central to biomedicine the Library attempts to define collecting boundaries such that the vast majority of items acquired are of likely potential relevance to health professionals and the vast majority of items excluded are of little potential relevance. Following is a summary of NLM's collecting practices by subject.

NLM collects the core biomedical subjects comprehensively. In general, these subjects are:

Aerospace Medicine	Medical Informatics
Anatomy	Microbiology
Anesthesiology	Military Medicine
Biochemistry	Molecular Biology
Cardiology	Neurology
Chemistry, Clinical	Nursing
Chemistry, Medicinal/Pharmaceutical	Nutrition
Comparative Medicine	Obstetrics/Gynecology
Cytology	Occupational Medicine/
Dentistry	Occupational Health
Dermatology	Oncology
Diagnostic Imaging	Ophthalmology
Embryology	Optometry
Emergency Medicine	Orthopedics
Endocrinology	Otolaryngology
Epidemiology	Parasitology
Family Practice	Pathology
Forensic Medicine	Pediatrics
Gastroenterology	Pharmacology
Genetics	Physiology
Gerontology	Preventive Medicine
Health Care	Protozoology
Health Profession	Psychiatry
Hematology	Public Health
Histology	Pulmonary Medicine
History of Medicine	Radiology
Hospitals/Health Facilities	Rheumatology
Hygiene	Sports Medicine
Immunology	Substance Use Disorders
Infectious Diseases	Surgery
Internal Medicine	Therapeutics
Laboratory Animal Science	Tropical Medicine
Medical Equipment and Supplies	Urology
	Wounds and Injuries



NLM also maintains a collection sufficient to support research activity in subjects closely related to the core biomedical subjects. In general, these related subjects are:

Anthropology	Psychology
Biology	Sexology
Evolution	Veterinary Medicine
Population Biology	Zoology

NLM maintains a basic information collection for materials in subjects more peripherally related to the core of biomedicine. In general, these peripheral subjects are:

Botany	Physics
Chemistry	Science
Ecology	Sociology

This division of subjects into core, related, and peripheral categories is not exact, since some aspects of the same general subject may fall into each category. Specific guidelines appear in the Subject Section of this manual. In addition, NLM collects material at the comprehensive, research, or basic information level in specific aspects of a number of subjects that are generally out of scope. Out-of-scope subjects with some in-scope elements are:

Agriculture	Geography
Art/Architecture	History
Computer Science	Library and Information Science
Economics	Mathematics
Education	Occult Sciences
Engineering	Political Science/Law
Ethics/Philosophy	Religion

Although subjects not listed in the four categories are generally out of scope, specific scholarly items in any subject field may be considered in scope if a reasonable proportion of their contents are relevant to the information needs of the health professionals that NLM is committed to serve.

## COVERAGE OF THE COLLECTION

### Collecting Levels

In describing coverage, that is, the degree to which materials in the various subject areas are collected, NLM uses the codes and definitions developed by the Research Libraries Group (RLG)<sup>10</sup> for its conspectus program and also adopted by the Association for Research Libraries. The RLG Conspectus describes six collecting levels; four of these are used by NLM. The RLG definitions for all six levels follow with an indication of NLM collection policy for each.

LEVELRLG DEFINITIONNLM POLICY

- |   |   |  |
|---|---|--|
| 0 | <u>Out of Scope:</u> The library does not collect in this area.   | NLM does not collect out-of-scope materials. However, subjects that are generally out of scope may include aspects that are in scope and collected at a higher level.            |
| 1 | <u>Minimal Level:</u> A subject area in which few selections are made beyond very basic works.  | NLM does not collect at this level.  |
| 2 | <u>Basic Information Level:</u> A collection of up-to-date general materials that serve to introduce and define a subject and to indicate the varieties of information available elsewhere. It may include dictionaries, encyclopedias, selected editions, surveys, bibliographies, handbooks, a few major periodicals, in the minimum number that will serve the purpose. A basic information collection is not sufficiently intensive to support any courses or independent study in the subject area involved.   | NLM collects those subjects it defines as <u>peripheral</u> to medicine at the Basic Information Level. Selections in these subjects are generally in the English language only. |
| 3 | <u>Instructional Support Level:</u> A collection that is adequate to support undergraduate and most graduate instruction, or sustained independent study; that is, adequate to maintain knowledge of a subject required for limited or generalized purposes, of less than research intensity. It includes a wide range of basic monographs, complete collections of the works of more important writers, selections from the works of secondary writers, a selection of representative journals, and the reference tools and fundamental bibliographical apparatus pertaining to the subject. | NLM does not collect at this level.  |

LEVELRLG DEFINITIONNLM POLICY

- |   |   |  |
|---|---|--|
| 4 | <u>Research Level</u> : A collection that includes the major published source materials required for dissertations and independent research, including materials containing research reporting new findings, scientific experimental results, other information useful to researchers. It is intended to include important reference works and a wide selection of specialized monographs, as well as a very extensive collection of journals and major indexing and abstracting services in the field. Older materials are retained for historical research. | NLM collects those subjects it defines as related to medicine at the <u>Research Level</u> . Selections in these subjects are generally in English and selected foreign languages only. The selected foreign languages are usually French, German, Japanese, and Russian, but may vary depending on the primary centers of research in particular subjects. Special language criteria, if any, are described under the individual subject. |
| 5 | <u>Comprehensive Level</u> : A collection in which a library endeavors, so far as reasonably possible, to include all significant works of recorded knowledge (publications, manuscripts, other forms) in all applicable languages, for a necessarily defined and limited field. This level of collecting intensity is one that maintains a "special collection"; the aim, if not the achievement, is exhaustiveness. Older material is retained for historical research.   | NLM collects the core biomedical subjects at the <u>Comprehensive Level</u> .  |

## Treatment of Subject

This criterion refers to the author's approach to the subject matter (e.g., scholarly versus popular).

NLM is committed to comprehensive collection of the scholarly biomedical literature, that is, literature that:

- Reports observations or experiments in the biomedical sciences;

- Describes the development of methods of investigation or therapy;

- Reviews recent progress or the state of the art in various areas of investigation;

- Critically evaluates observations or theories;

- Analyzes legal, economic, political, or social developments having broad or lasting effects on biomedicine;

- Synthesizes ideas and observations from diverse sources that may result in the exposition of original concepts or hypotheses.

## Language

Substantive literature in the core biomedical subjects will be collected in all languages; however, the language of publications will limit coverage of the literature in subjects collected at the Research and Basic Information levels. Additional language restrictions will be noted in the sections of this manual describing selection guidelines by subject and format.

## Geography

In general, NLM collects substantive biomedical publications without regard to geographic boundaries or the location of the publisher or sponsor of a publication. Limitations in this area are discussed in the selection guidelines under specific forms or types of material (e.g., ANNUAL REPORTS, GOVERNMENT REGULATIONS/LEGISLATIVE DOCUMENTS).

## OVERVIEW OF COLLECTING LEVELS

The following chart presents a generalized overview of the differences among the Comprehensive, Research and Basic Information collecting levels in terms of form or type of material and language.

	Comprehensive Level	Research Level	Basic Information Level
Abstracting/indexing services	A	S	E*
Audiovisual materials	E	E	-
Encyclopedias/dictionaries	A	S	E*
Journals	A	A	E*
Monographs, including treatises, subject histories, biographies, major subject bibliographies, etc.	A	S	E*
Newsletters/newspapers	A*	-	-
Textbooks	A	A*	E*
Proceedings of congresses and symposia	A	S	-

A = to be collected in any language

E = generally to be collected in English only

S = to be collected in English and selected foreign languages  
(these are generally French, German, Japanese, and  
Russian)

\* = to be collected on a very selective basis

- = generally not to be collected



## SELECTION GUIDELINES BY FORMAT OR TYPE OF MATERIAL

The following guidelines for selecting materials by format and type generally apply to all NLM collections. An exception to any guideline may be made for material judged to be of historical interest or important for on-site reference and research.

### ABRIDGED EDITIONS

Abridged editions generally will not be collected except for major publications in core subjects that have a unique title, works printed before 1801, and Americana (WZ 270, in the NLM Classification).

In peripheral subjects abridged editions may be collected instead of unabridged works if they meet Basic Information Level requirements.

### ABSTRACTING AND INDEXING SERVICES

Major abstracting and indexing services that are national or international in scope will be collected

- In the core subjects in any language;

- In related subjects in English and selected languages;

- In peripheral subjects on a selective basis in English only.

Other abstracting and indexing services will be collected in the core subjects if they do not substantially duplicate literature covered by the major tools.

A foreign-language abstracting and indexing tool that is essentially a translation of one or more English-language tools will not be collected.

ABSTRACTS OF PAPERS see CONGRESSES/CONFERENCES/SYMPOSIA, etc.

### ACADEMIC DISSERTATIONS

Pre-1900 medical dissertations will be collected selectively.

Current academic dissertations at the doctoral level may be collected if they relate to the history of medicine. Otherwise, they will not be collected.

Post-doctoral dissertations (i.e., Habilitationsschriften, agrege de l'enseignement superieur, etc.) in core subjects will be collected comprehensively.

## ACCESSIONS/ACQUISITIONS LISTS

Accessions and acquisitions lists may be acquired as selection tools, but will not be retained.

ADMINISTRATIVE PUBLICATIONS see ANNUAL REPORTS, DIRECTORIES OF MEMBERS and MANUALS

ADVERTISING MATERIALS see PROMOTIONAL MATERIALS

## ALUMNI BULLETINS

Bulletins of alumni associations of centers of health education will be collected only if they contain substantive signed articles.

## ALUMNI NEWSLETTERS

Alumni association newsletters and newspapers will not be collected.

See also: NEWSLETTERS AND NEWSPAPERS

ANATOMICAL MODELS see MODELS

## ANNUAL REPORTS

Annual reports that contain substantive information will be collected

For major centers of medical education and research, and for the major private foundations supporting medical research;

For selected hospital and medical centers in the U.S. and abroad;

For U.S. medical, health-related societies, and health-related government administrative agencies generally only at the national and state levels;

For foreign medical and health-related societies, and health-related government administration agencies generally only at the national level.

ANNUALS, STUDENT see YEARBOOKS

## ARCHITECTURAL MATERIALS

Publications on general health facility planning will be collected.

Administrators' plans for specific health care facilities will be collected selectively.

Architectural renderings and architects' proposals regarding site evaluation and description of the planned facility for any institution will not be collected, unless they relate directly to the National Library of Medicine or its precursors (e.g., Army Medical Library, etc.).

ARCHIVAL MATERIALS see MANUSCRIPTS, UNPUBLISHED MATERIALS, and NLM Publications Archive (p. 9-10)

ART WORKS see PORTRAITS and PRINTS AND PHOTOGRAPHS

#### AUDIOVISUAL MATERIALS

Audiovisual materials are collected subject to the same criteria as printed materials with the following exceptions:

Only English-language materials available for distribution in the U.S. or Canada will be selected. Materials in other languages may be selected if the intent is to provide foreign-language skills in biomedicine for the English-speaking health professional.

Generally only materials having a production date of the current year and three preceding years will be selected. Materials produced at an earlier date may be selected if they are needed to enhance the collection. Films that are no longer in general circulation but that portray significant persons, places, techniques, or events in the health sciences may also be selected for the Historical Film Collection.

Health education materials that instruct professionals on techniques of presentation of health topics will be collected.

Other audiovisual items intended for use in health or patient education will be collected selectively.

Multi-media packages in which the audiovisual component is predominant and where the printed matter in essence supplements the audiovisual component will be treated as audiovisual. If the primary element is the printed material with the audiovisual part of the package serving as an adjunct, the selection of the package will be based on the guidelines presented in this manual for printed materials.

See also: CONGRESSES/CONFERENCES/SYMPOSIA, etc.

AUTOBIOGRAPHIES see BIOGRAPHIES AND AUTOBIOGRAPHIES



## AUTOGRAPHED PUBLICATIONS

Autographed publications, including author presentation copies, will be collected only if they are within the scope and coverage of the NLM collection. An item that duplicates material already in the collection will be retained only if an additional copy is needed or if the History of Medicine Division so recommends.

## BIBLIOGRAPHIES

National bibliographies will be collected as needed to support research and reference needs.

Major subject bibliographies will be collected

- In core subjects comprehensively in any language;

- In related subjects in English and selected languages;

- In peripheral subjects on a selective basis in English only.

Bibliographies that are simply a list of publications of an individual, a faculty, or a health-related institution generally will not be collected.

## BIOGRAPHIES AND AUTOBIOGRAPHIES

Biographies and autobiographies of health professionals will be collected unless the work relates to activities unconnected with biomedicine (e.g., a literary biography of William Carlos Williams with a critical analysis of his poetry would not be collected).

Biographies and autobiographies of patrons of the health sciences and professions will be collected only if the patron's efforts or contributions were of significant influence and if a substantial portion of the biographical work relates to his or her interest in the field of medicine.

Personal narratives that comprehensively describe health conditions during periods of historical significance or in specific geographic areas will be collected.

Personal narratives of illness or injury written by a patient or by a patient's family will not be collected unless the author or subject of the narrative is a health professional or a widely known public figure.

BULLETINS see ALUMNI BULLETINS and JOURNALS

## CATALOGS

Current catalogs of U.S. schools providing medical or allied health education will be collected only in microform.

A small number of catalogs of medical equipment issued by major U.S. suppliers and containing detailed technical data may be acquired for reference purposes and a sample retained for historical research.

Catalogs of exhibits related to biomedicine will be collected only if they are deemed of historical interest.

Catalogs of selected medical libraries will be collected as needed for reference and research purposes.

Publishers' catalogs will be acquired for temporary use in procurement activities, but not retained.

Current individually issued catalogs of drugs will not be collected; this information is available in the Physicians Desk Reference (PDR) or in equivalent foreign publications that are collected.

#### CLASSIFIED AND RESTRICTED DOCUMENTS

Documents classified for reasons of national security or in compliance with laws protecting privacy will not be collected.

Materials currently restricted in terms of use, distribution, or circulation generally will not be collected.

See also: MANUSCRIPTS and ORAL HISTORY MATERIALS

#### COMPUTER-BASED EDUCATIONAL MATERIALS (CBEMs)

Substantive current computer-based educational materials designed for health professionals including allied health personnel currently are collected very selectively on an experimental basis. The policy regarding acquisition of this material is under review.

See also: EXAMINATION GUIDES, MACHINE-READABLE DATA FILES, and ONLINE DATABASES

#### CONGRESSES/CONFERENCES/SYMPOSIA, etc.

Published proceedings of international congresses, conferences, and symposia will be collected

In core subjects comprehensively in any language;

In related subjects in English and selected languages.

Preliminary or final programs with abstracts will be collected only if the published proceedings are not available or are not already in the NLM collection.

Publications containing only a list of the participants will not be collected.

Congresses, conferences, symposia, etc., in audiovisual format will be collected if

The proceedings are unlikely to appear in printed published form;

The audiovisual item represents the proceedings of a complete substantive conference.

Single speeches recorded at conferences, particularly those in audiocassette format, will be selectively acquired.

See also: AUDIOVISUAL MATERIALS

### DICTIONARIES

Medical, scientific, historical, and other miscellaneous dictionaries and lexicons will be collected

In core subjects in all languages;

In related subjects in English and selected languages;

In peripheral subjects on a selective basis in English only.

General dictionaries in English and selected major foreign languages will be collected as required for in-house reference and research purposes.

### DIRECTORIES OF MEMBERS

National and international membership directories of major health-related associations, societies, and organizations will be collected provided that they contain substantive information (e.g., the history and purpose of the organization, its constitution, biographical information about the officers or members, or addresses of members) and are not merely a list of names of members.

U.S. membership directories will be collected at the regional and state levels, and at the local level only for the Washington, D.C., metropolitan area.

Foreign membership directories will be collected at the national level only.

### DIRECTORIES OF ORGANIZATIONS

National and international directories of health-related, scientific, and other selected organizations will be collected.

U.S. publications will be collected also at the regional and the state levels, and at the local level only for the Washington, D.C., metropolitan area.  
Foreign directories will be collected at the national level only.

DISSERTATIONS see ACADEMIC DISSERTATIONS

#### ENCYCLOPEDIAS

Encyclopedias will be collected

In core subjects in any language;

In related subjects in English and selected languages;

In peripheral subjects on a selective basis in English only.

General encyclopedias in English and selected languages will be collected as required for in-house reference and research purposes.

#### EPHEMERA

Ephemeral items such as newspaper clippings, announcements, fact sheets, etc., will not be added to the collection except for items of historical interest (e.g., patent medicine almanacs, trade cards, etc.) selectively acquired by the History of Medicine Division.

#### EXAMINATION GUIDES

Examination guides produced to aid students in the health sciences in preparing for specialty or board exams will be collected only in English, and only if they are published by major medical publishers or major professional organizations.

Consumable self-instructional materials that contain latent-image responses and/or computer-scoring answer sheets/cards will not be collected.

See also: COMPUTER-BASED EDUCATIONAL MATERIALS and PROGRAMMED TEXTS

#### FACT SHEETS

Fact sheets will not be collected except for NLM Fact Sheets retained in the NLM Publications Archive.

#### FESTSCHRIFTEN

Festschriften commemorating special events relating to prominent health professionals or institutions will be collected.



## FICTION

Fictional works, drama, and poetry by medical professionals or about medical professionals and the medical community will not be collected unless they are of significance for historical research.

## GOVERNMENT REGULATIONS/LEGISLATIVE DOCUMENTS

Proposed legislation and incomplete legislation (bills, slip laws, and acts) will not be collected unless they specifically relate to NLM (see NLM Publications Archive p. 10).

U.S. Congressional committee prints, reports, and hearings on health, health care delivery, and administrative matters concerning NIH and NLM will be collected.

U.S. Federal laws relating to health, health care delivery, NIH, and NLM will be collected in the U.S. Statutes at Large and United States Code.

Legislative histories of selected health-related legislation will be collected.

Laws relating to health enacted by the states and territories of the United States and by foreign national governments will be collected only in cumulated form.

Regulations that interpret U.S. federal legislation pertaining to health, health care delivery, NIH, and NLM will be collected only as issued in the Federal Register and in the Code of Federal Regulations. Issues of the Federal Register that are superseded by the Code of Federal Regulations will not be retained.

Regulations issued by U.S. state and local or by foreign governments generally will not be collected.

Regulations or guidelines related to health and health care issued by international organizations (e.g., United Nations, World Health Organization, Pan American Health Organization, etc.) will be collected.

State plans will not be collected.

See also: CLASSIFIED AND RESTRICTED DOCUMENTS

GRAPHS see MAPS, GRAPHS, POSTERS, CHARTS

## HEALTH EDUCATION/PATIENT EDUCATION MATERIALS

Health education materials are materials used to educate the health consumer in matters of health and self-care and self-help. Patient education materials are health education materials designed specifically for persons suffering from a particular disease or disorder.

Substantive health education and patient literature will be collected selectively for the purpose of providing practicing health professionals with a representative sample of such materials that have been prepared for an American audience. The sample may include material prepared for a juvenile audience.

(Examples: Menninger. A Teenager's guide to mental health.  
American Rehabilitation Foundation. Self-care and  
homemaking for the hemiplegic)

HOSPITAL JOURNALS see JOURNALS

### IMPRINT VARIANTS

Materials that are published in two or more places in the same language will be collected in a single imprint with the U.S. edition preferred. However, if the title, preface, or textual content of the works differ, both imprints will be collected. Works printed before 1801 and Americana (WZ 270) are exceptions to this rule and may be collected in multiple imprints.

### JOURNALS

Major journals will be collected

In core and related subjects comprehensively in any language;

In peripheral subjects very selectively in English.

Other substantive journals will be collected

In core subjects comprehensively in any language;

In related subjects very selectively in any language.

Journals of societies, hospitals, and other organizations will be collected only if they contain original research results or substantive signed articles. Those containing only social news or simplified discussions of medical procedures will not be collected.

Audiovisual journals will be collected only in English.

### JUVENILE LITERATURE

Materials prepared for a juvenile audience will not be collected except for selected health education and patient education materials.

See also: HEALTH EDUCATION/PATIENT EDUCATION MATERIALS

LABORATORY MANUALS see MANUALS

## LECTURES AND SPEECHES

Separately published lectures, speeches, and addresses in the core subjects will be collected. Those published in the related subjects will be collected on a very selective basis. However, audiocassettes of single lectures, speeches, and addresses generally will not be collected.

See also: ORAL HISTORY MATERIALS

LEGISLATIVE DOCUMENTS see GOVERNMENT REGULATIONS/LEGISLATIVE DOCUMENTS

## LOOSELEAF PUBLICATIONS

Looseleaf publications are here defined as those publications updated by replacement pages that must be interfiled in the basic work.

Looseleaf publications will be collected only in core medical subjects and only when works of comparable content and currency in other formats are not available.

## MACHINE-READABLE DATA FILES

Machine readable data files are not collected. The policy regarding acquisition of this material is under review.

See also: COMPUTER-BASED EDUCATIONAL MATERIALS and ONLINE DATABASES

## MANUALS

Manuals, including laboratory manuals, in the core subjects that are designed for use by health care personnel and that describe procedural details and techniques will be collected.

Manuals that are essentially workbooks will not be collected.

Administrative manuals that outline the organizational structure and policies of major health-related institutions will be collected.

## MANUSCRIPTS

Individual manuscripts or collections of papers written by or referring to individuals who have significantly contributed to the health sciences or containing information significant to the history of medicine will be collected.

See also: CLASSIFIED AND RESTRICTED DOCUMENTS and UNPUBLISHED MATERIALS

## MAPS, GRAPHS, POSTERS, CHARTS

Individually issued items generally will not be collected.

MEDICAL (DENTAL, etc.) SOCIETY BULLETINS, etc. see JOURNALS

## MEDICAL ATLASES

Medical atlases detailing procedures and techniques will be collected.

MEETINGS see CONGRESSES/CONFERENCES/SYMPOSIA, etc.

## MICROFORMS

Works published in microform (e.g., microfilm, microfiche) will be acquired subject to the criteria established for print materials.

Microfilm or microfiche of works originally published in hard copy will be collected if a hard copy is unavailable or is in deteriorated condition, or if the microform format is preferred for preservation purposes, or if it is judged more cost-effective for NLM to acquire or control.

## MODELS

Anatomical and molecular three-dimensional models generally will not be collected.

## MONOGRAPHS

Substantive scholarly monographic publications will be collected

    In core subjects comprehensively in any language;

    In related subjects in English and selected languages;

    In peripheral subjects on a very selective basis in English only.

MULTI-MEDIA PACKAGES see AUDIOVISUAL MATERIALS

NATIONAL BIBLIOGRAPHIES see BIBLIOGRAPHIES

## NEWSLETTERS AND NEWSPAPERS

Newsletters and newspapers generally will be collected on a very selective basis only in the core subjects in any language.



Any newsletter or newspaper indexed by NLM will be collected.

Newsletters that provide current information on the U.S. Federal Government's role in relation to the nation's health, health care delivery programs, and biomedical research will be collected.

Newsletters of international and national organizations and research groups may be collected only if the organization does not publish more substantive serials. This includes newsletters of organizations concerned with fund raising for disease research or organizations made up of people afflicted with a particular disease or handicap.

Foreign medical newspapers will be collected if they are national in scope and contain substantive health-related information that is probably not duplicated elsewhere, or are published in a country for which little medical information is available.

Commercially sponsored newsletters will be collected only if they represent an emerging area of importance in biomedicine for which substantive publications are not yet available.

The following will not be collected:

- Newsletters that contain only social news
- Health-related newsletters and newspapers written for the general public
- Newsletters of state and local organizations
- Alumni association newsletters
- Employee newsletters of health-related institutions
- Newsletters published by medical supply houses and pharmaceutical companies
- Foreign health-related newspapers containing unsigned articles and reporting on medicine in several countries for which substantive health-related information is available.

NLM PUBLICATIONS ARCHIVE see p. 9-10

#### ONLINE DATABASES

Databases developed by other organizations are not collected. Online access to such databases is provided for on-site users via telecommunications links with other computer systems.

See also: COMPUTER-BASED EDUCATIONAL MATERIALS and MACHINE-READABLE DATA FILES

#### ORAL HISTORY MATERIALS

Audiotapes and other recordings of present or potential value for historical research in the health sciences may be selected by the History of Medicine Division for inclusion in the Oral History

Collection. These materials are normally accompanied by typewritten transcriptions or summaries.

#### PAMPHLETS

Pamphlets are defined as paperbound or unbound nonperiodical publications of not fewer than five nor more than forty-eight pages exclusive of covers.

Pamphlets containing substantive information will be selected based on the same guidelines as other print publications.

PATIENT EDUCATION MATERIALS see HEALTH EDUCATION/PATIENT EDUCATION MATERIALS

PERSONAL NARRATIVES see BIOGRAPHIES AND AUTOBIOGRAPHIES

PHOTOGRAPHS see PRINTS AND PHOTOGRAPHS

PLATES see PRINTS AND PHOTOGRAPHS

#### POPULAR WORKS

Contemporary popular health-related books, journals, pamphlets, etc., published for a non-professional readership will not be collected, even though the author may be a health professional (e.g., How to have beautiful skin; Your guide to painless childbirth; Solving your own depression; A Father's guide to baby care; The Drinking person's diet; Rx for marriage).

See also: FICTION and HEALTH EDUCATION/PATIENT EDUCATION MATERIALS

#### PORTRAITS

Original portraits and photographic portraits of physicians, health personnel, and other individuals important to the history of medicine will be collected.

See also: PRINTS AND PHOTOGRAPHS

#### PRESS RELEASES

Press releases will not be collected except for material included in the NLM Publications Archive.

## PRINTS AND PHOTOGRAPHS

Both contemporary and historical photographs and prints of health-related activities, health personnel, and of hospitals, medical schools, and other biomedical institutions will be collected.

Publications that consist of a collection of plates or photographs with identifying captions and that lack comprehensive textual material generally will not be collected unless specifically selected for the History of Medicine Division print collection.

See also: PORTRAITS

PROCEEDINGS see CONGRESSES/CONFERENCES/SYMPOSIA, etc.

## PROGRAMMED TEXTS

Programmed texts designed for health care personnel and published by major medical publishers, major professional organizations, or major centers of medical education will be collected selectively.

See also: COMPUTER-BASED EDUCATIONAL MATERIALS and EXAMINATION GUIDES

## PROGRESS REPORTS

Progress reports that are actually annual administrative or research reports will be selected on the same basis as ANNUAL REPORTS.

Progress reports that are preliminary reports to be superseded by a final report will not be collected.

## PROMOTIONAL MATERIALS

Commercial product and service advertising materials and literature used in fund raising appeals will not be collected.

See also: CATALOGS

## REPRINTS

Reprint editions of monographs, series, and serials will be collected if NLM lacks the original, if the collection original is in poor condition or if it is too rare or valuable to lend, if an added copy of the work is needed, or if the reprint contains significant introductory material or additional textual material lacking in the original edition.

Reprints of the collected works of a health professional that are published as a portion of a volume or a part of a series may be collected.

A monographic collection of reprints or a reprint series or serial on a core subject of special importance will be collected.

The following will not be collected:

Reprints of single journal articles

Reprint collections of the writings of members of a particular institution or organization

## SCRIPTS

Radio, film, and television scripts will not be collected unless selected for the Oral History Collection or Historical Film Collection.

SERIALS see JOURNALS

SPEECHES see LECTURES AND SPEECHES

## STANDARDS

Official U.S. national standards for devices and products used in health care delivery or in biomedical research will be collected.

Publications that identify standard levels of safety of products or conditions that affect human health or laboratory animal health will be collected.

STATE PLANS see GOVERNMENT REGULATIONS/LEGISLATIVE DOCUMENTS

## STATISTICS

U.S. Federal Government health, vital, and population statistics will be acquired in interim and cumulated forms. (see Retention Policy p. 12)

Health, vital, and population statistics published by international, U.S. state, and foreign national governmental bodies generally will be collected only in cumulated form. Excepted are statistics not issued in cumulated form.

Statistics issued by lower level governmental bodies will not be collected.

Statistical series that contain substantial health, vital, or population statistics in addition to other statistics will be collected; however, if such series are published in sections, only sections that contain health, vital, and/or population statistics will be collected.



Statistics at the state level that are duplicated completely in Federal statistical publications will not be collected.

### STUDENT PUBLICATIONS

Student publications generally will not be collected.

See also: YEARBOOKS

### SYLLABI/COURSE OUTLINES

These publications will not be collected with the following exception.

Occasionally syllabi will contain copies of lectures or considerable amounts of textual materials and serve as textbooks for health care delivery personnel. These materials will be collected if they cover a subject that has little current textbook representation in the NLM collections or if they present a unique interdisciplinary view of a subject.

SYMPOSIA see CONGRESSES/CONFERENCES/SYMPOSIA, etc.

### TECHNICAL DOCUMENTARY REPORTS

A technical documentary report is "a report obtained from a contractor as a primary objective of the contract negotiated for the development of scientific data, instruments, methodology and information." (NIH Policy and Procedure Memorandum: Public Information No. 4, Nov. 30, 1965)

U.S. technical documentary reports on health and health-related areas will be collected selectively in microform from NTIS.

Technical documentary reports (U.S. and foreign final reports and report series) will be collected in hard copy in the core subjects on a highly selective basis.

Interim reports generally will not be collected in hard copy. Excepted are the quarterly, semi-annual, or annual reports in a report series of vital importance.

### TEXTBOOKS

Textbooks intended to be used in the professional education of biomedical personnel will be collected

In the core subjects in any language;

In related subjects on a very selective basis in any language;

In peripheral subjects on a very selective basis in English only.

See also: SYLLABI/COURSE OUTLINES

THESES see ACADEMIC DISSERTATIONS

### TRANSLATIONS

Translations from a foreign language into English and from a less familiar to a more familiar language (e.g., Arabic to French; Russian to German) will be collected. If there is a time lag between the publication of a foreign-language work and the appearance of the translated work, both the original and the translated work may be collected.

If a work is simultaneously published in several languages, the title will be collected only in the language more commonly understood by U.S. citizens. However, if a translated work in a more commonly understood language is not a complete translation of the original work, both titles will be collected.

Translations of English works into foreign languages generally will not be collected. Excepted are works of exceptional historical interest, those with significant added material, and works printed before 1801.

Translations of single journal articles normally will not be collected.

### UNPUBLISHED MATERIALS

Manuscript materials of present or potential historical interest may be collected by the History of Medicine Division; otherwise, unpublished materials, including papers presented at congresses/symposia, manuscripts, student reports, typewritten (original or copies) texts of speeches, typewritten bibliographies, case histories, and medical records, will not be collected.

Auxiliary materials that contain unpublished raw data that extend a published item will not be collected even if the published work is in the Library's collections.

See also: MANUSCRIPTS

### YEARBOOKS

Student yearbooks or annuals will not be collected.





Descriptions of other data elements follow:

Class Number(s): In cataloging, NLM uses two major classification schemes. The NLM Classification covers the field of medicine and related sciences and is used for modern materials. To supplement this scheme, NLM uses various schedules of the Library of Congress Classification. The class number data element indicates the broad subject categories or classification numbers to which material for the heading is generally assigned.

e.g., AEROSPACE MEDICINE:

Class Number(s): WD 700

It is provided only as a general guide to the selector. For information on the classification of specific aspects of a subject the National Library of Medicine Classification, 4th Edition should be consulted.

Definition: Terms are formally defined as needed to clarify distinctions between or within subject disciplines. The definitions are derived from a variety of standard sources including Dorland's Illustrated Medical Dictionary 26th edition. Philadelphia, Saunders, 1981; National Library of Medicine. MeSH Scope Notes. Bethesda, National Library of Medicine, 1984; and Webster's New Collegiate Dictionary. Springfield, Mass., Merriam, 1981.

Includes: Examples of aspects of the subject are provided as required to illustrate the range of material that falls within the specific collecting levels. The examples are provided as guides, especially in areas that may present selection problems, and are not intended to be exhaustive. The number of examples varies from subject to subject, and in some areas, which do not appear to require clarification, none may be given. There is no attempt to provide mutually exclusive categories. If a descriptor is related to two or more major subjects, it may be listed under all. If a sub-discipline is not listed, it does not necessarily imply that NLM will not collect in this area. Rather, works that fall within it must be judged in the framework of the overall collection development guidelines.

Notes: As the name implies, this field is used to provide additional clarification or comment as required.

See also: Provides cross-references to related subjects, formats, etc.

(E): This notation indicates that materials in the cited subject are usually collected only in English.



AEROSPACE MEDICINE: COMPREHENSIVE

Class Number(s): WD 700

Definition: The field of medicine concerned with the health and medical problems in aviation (aviation medicine) and space (space medicine). It is based on an understanding of physiological, pathological, and psychological effects of assorted stresses encountered during flight.

Includes:

Comprehensive Altitude effects, effects of noise and vibration, temporal stresses (e.g., disruption of the circadian cycle), other physical and psychological stresses  
Gaseous stresses (e.g., decompression sickness, oxygen deficiency, hyperventilation, re-entry problems)  
Kinetic stresses (e.g., acceleration effects), radiation

AGRICULTURE: generally OUT OF SCOPE  
(NAL: Comprehensive)

Class Number(s): S

Definition: The science of soil cultivation, crop production, and livestock raising.

Includes:

Comprehensive Human health aspects of exposure to pesticides, fertilizers, or residues of hormones, etc., found in meats, dairy, or plant products

Research Veterinary aspects including biochemical aspects of animal growth and development

Basic Information Actions of meat and dairy product enhancers on biochemical processes in animals  
Effects of pesticides on target organisms with limited relation to higher organisms

Out of Scope Most aspects of agriculture as outlined in the definition above  
Purely chemical effects of agricultural chemicals, without regard to health or biological effects.

Notes: Sample titles:  
Pesticide Residues and Farm Workers-

COMPREHENSIVE  
Malathion's Action on Livestock Pests - BASIC  
INFORMATION

See also: TOXICOLOGY  
VETERINARY MEDICINE

ANATOMY: generally COMPREHENSIVE

Class Number(s): QL, QS

Definition: The science of the structure of the body  
and the relations of its parts.

Includes:

Comprehensive Anatomy of humans, nonhuman primates, and  
laboratory animals  
Comparative anatomy (humans in relation to  
animals)

Research Other veterinary anatomy (SF)  
(NAL: Comprehensive)  
Anatomy of invertebrates that are human or animal  
parasites

Basic Information Other invertebrate anatomy

Notes: Sample titles:  
Structure of the Human Body - COMPREHENSIVE  
Studies on Comparative Anatomy of Goats and  
Cows - RESEARCH  
A Functional Anatomy of Invertebrates - BASIC  
INFORMATION

See also: ANTHROPOLOGY  
BIOLOGY  
CYTOLOGY  
DENTISTRY  
HISTOLOGY  
LABORATORY ANIMAL SCIENCE  
PATHOLOGY  
VETERINARY MEDICINE

ANESTHESIOLOGY: COMPREHENSIVE

Class Number(s): QV 81, QV 110-115, WO 200-460

Definition: The science concerned with the pharmacological,  
physiological, and clinical basis of anesthesia  
and related fields, including resuscitation,  
intensive respiratory care, pain.

See also: VETERINARY MEDICINE

<u>ANTHROPOLOGY:</u>	generally RESEARCH
Class Number(s):	GN
Definition:	<p>The study of the origin, development, and nature of the human species through biological, sociocultural, archaeological, and linguistic perspectives.</p> <p><u>Cultural anthropology</u> - the study of sociocultural phenomena that characterize the learned, shared, and transmitted social and behavioral activities of peoples with particular cultures or societies.</p> <p><u>Medical anthropology</u> - the study of health behavior and health care systems with emphasis on the influence of culture.</p> <p><u>Physical anthropology</u> - the study of biological differences among human beings and of the differences between them and other animals, e.g., anthropometry, biological adaptation to the environment, descriptive somatology, physical characteristics of ethnic groups.</p>
Includes:	
Comprehensive	<p>Culture-specific illnesses or health behaviors</p> <p>Medical anthropology</p> <p>Traditional medicine - systems of medicine based on cultural beliefs and practices handed down from generation to generation, e.g., Chinese traditional medicine, herbal medicine</p>
Research (E)	<p>Cultural anthropology - aspects related to birth, death, sex, family, behavior, food habits, health care, health practitioners, and other areas of health</p> <p>Physical anthropology</p> <p>Psychological anthropology</p> <p>Sociocultural adaptation to the environment</p>
Basic Information	Cultural anthropology, except aspects noted under RESEARCH category above
See also:	<p>ANATOMY</p> <p>ECOLOGY</p> <p>EVOLUTION</p> <p>HISTORY OF MEDICINE</p> <p>PSYCHOLOGY</p> <p>RELIGION</p> <p>SOCIOLOGY</p>

ART/ARCHITECTURE:

generally OUT OF SCOPE

Class Number(s):

N, NA, WX 140, WZ 330

Definition:

In its broadest sense, art embraces all the creative disciplines, including literature, poetry, drama, music, dance, and the visual arts. Art is most commonly used to refer to the visual arts, including painting, sculpture, and architecture. Architecture is also allied to other fields, particularly engineering.

Includes:

Comprehensive

Art and literature in a psychiatric context  
Art therapy, music therapy, etc.  
Effect of the built environment  
Health care facility planning and construction  
Medical illustration  
Medicine depicted in art

See also:

ARCHITECTURAL MATERIALS (Format Section p. 21-22)  
HOSPITALS/HEALTH FACILITIES  
PORTRAITS (Format Section p. 32)  
PRINTS AND PHOTOGRAPHS (Format Section p. 33)

BIOCHEMISTRY:

generally COMPREHENSIVE

Class Number(s):

QU

Definition:

The chemistry of living organisms and of vital processes, physiological chemistry.

Includes:

Comprehensive

The following areas, when considered in general or as related to humans:  
Biosynthesis and energy metabolism (including active transport, hormone actions, and contractile processes)  
Catabolism and generation of energy, including oxidative phosphorylation, ATP and other high-energy phosphates, and the tricarboxylic acid cycle  
Enzymes and enzymatic processes  
Replication, transcription, and translation of genetic information  
Structure or analysis of molecular components of cells, such as proteins and amino acids, carbohydrates, lipids, nucleic acids and their components, and elements



Research                      Non-human animal studies of the above topics  
                                    (NAL: Comprehensive)

Basic Information      Biochemical studies of plants  
                                    (NAL: Comprehensive)

Notes:                      Sample titles:  
                                    Outline of Lipids - COMPREHENSIVE  
                                    Role of Amino Acids in the Feline Digestive System  
                                    - RESEARCH

BIOLOGY:                      generally RESEARCH

Class Number(s):              QH

Definition:                      The field of knowledge concerned with the study of  
                                    life and of living organisms in general. It is  
                                    divided into two major subdivisions: botany and  
                                    zoology.

Includes:

Comprehensive              Comparative anatomy and physiological growth,  
                                    structure, function of humans, nonhuman  
                                    primates, and laboratory animals

Research                      Evolution  
                                    Other vertebrate biology

Basic Information              Ecology  
                                    General botany  
                                    Invertebrate biology

See also:                      ANATOMY  
                                    BIOCHEMISTRY  
                                    BOTANY  
                                    CYTOLOGY  
                                    ECOLOGY  
                                    EMBRYOLOGY  
                                    ENDOCRINOLOGY  
                                    EVOLUTION  
                                    GENETICS  
                                    HISTOLOGY  
                                    IMMUNOLOGY  
                                    PHYSIOLOGY  
                                    POPULATION BIOLOGY  
                                    ZOOLOGY

BOTANY:                      generally BASIC INFORMATION

Class Number(s):              QK

Definition: The branch of biology that deals with plants.

Includes:

Comprehensive Medical botany - plants used in medicine  
Pathogenic fungi  
Plant allergens  
Plant poisoning of humans and laboratory animals

Research Plant poisoning of other animals  
Poisonous plants

Basic Information Economic botany (plant products)  
Edible plants  
(NAL: Comprehensive)

Notes: Sample titles:  
Indole and Bioenergetically Related Alkaloids -  
COMPREHENSIVE  
Toxic Constituents of Plant Foodstuffs - RESEARCH  
A Dictionary of Plants Used by Man - BASIC  
INFORMATION

See also: BIOLOGY  
MICROBIOLOGY  
NUTRITION  
PHARMACOLOGY  
TOXICOLOGY

CARDIOLOGY: COMPREHENSIVE

Class Number(s): WG

Definition: The study of the anatomy, normal functions, and disorders of the heart and cardiovascular system.

CHEMISTRY: generally BASIC INFORMATION

Class Number(s): QD

Definition: A basic science whose central concerns are 1) the structure and behavior of atoms (elements); 2) the composition and properties of compounds; 3) the reactions that occur between substances, with their accompanying energy exchange; and 4) the laws that unite these phenomena into a comprehensive system.

Analytical Chemistry deals with the detection or identification of chemical elements or compounds

(i.e., qualitative analysis) and the determination of quantities present (i.e., quantitative analysis).

Inorganic Chemistry embraces all substances that are not compounds of carbon, with the exception of carbon oxides and carbon disulfide.

Organic Chemistry includes all compounds of carbon except carbon oxides and carbon disulfide.

Physical Chemistry covers physical properties of chemical substances, and application of the laws of physics to chemical phenomena.

Includes:

Comprehensive

Any chemistry relevant to biomedicine  
Analysis of human body fluids and tissues  
Analysis of environmental pollutants related to human exposure  
Analysis of human drinking water  
Analytical techniques used in the diagnosis of human disease or for monitoring of human metabolism  
Chemicals used in drug therapy  
Human food analysis  
Physical properties of endogenous biochemicals  
Physical properties of pharmaceuticals as related to biological availability  
Toxic effects of chemicals

Notes:

General chemistry and the branches of chemistry outlined in the above definitions are collected at the BASIC INFORMATION LEVEL when considered in their pure contexts. However, a number of exceptions are likely to occur in those areas where chemistry crosses over into other disciplines, particularly biology. For example physical chemistry titles that would be of interest to NLM are Physical Chemistry of Protein Synthesis and Biophysical Chemistry. Books in organic or inorganic chemistry that are of interest to the health professional are likely to be covered under other headings in this manual, e.g., TOXICOLOGY and PHARMACOLOGY.

See also:

BIOCHEMISTRY  
CHEMISTRY, CLINICAL  
CHEMISTRY, MEDICINAL/PHARMACEUTICAL  
NUTRITION  
PHARMACOLOGY  
TOXICOLOGY

CHEMISTRY, CLINICAL:

generally COMPREHENSIVE

Class Number(s): QY

Definition: The field of chemistry concerned with the chemical analysis of body fluids and tissues to determine the presence or levels of various endogenous and exogenous substances, especially for diagnostic purposes.

Includes:

Comprehensive Analysis of human fluids and tissues, e.g., hair, nails, skin, bones, blood, urine, feces, glandular secretions, perspiration

Research Analysis of animal body fluids and tissues for veterinary medicine  
(NAL: Comprehensive)

See also: TOXICOLOGY

CHEMISTRY, MEDICINAL/PHARMACEUTICAL:

generally COMPREHENSIVE

Class Number(s): QV

Definition: Medicinal chemistry involves the laboratory synthesis or modification of molecules, or the extraction of substances from natural sources (e.g., plants) in order to produce chemicals with biological activity that may be used as drugs.

Pharmaceutical chemistry is concerned with the development or improvement of drug dosage forms (e.g., tablets, capsules, injectables, etc.).

Includes:

Comprehensive Analysis of drugs in dosage forms or in bulk  
Decreasing incompatibilities among components  
Drug development to improve pharmacological activity, reduce side effects, target effects to a specific organ, extend duration of action, etc.  
Increasing drug stability  
Modifying molecules for more convenient administration and formulating a variety of dosage forms  
Structure-activity relationships  
Synthesis of diagnostic drugs such as radiographic contrast media and radiopharmaceuticals

Research Drug industry



Synthesis and production of veterinary  
pharmaceuticals

See also: PHARMACOLOGY

CLINICAL CHEMISTRY see CHEMISTRY, CLINICAL

COMPARATIVE MEDICINE: generally COMPREHENSIVE  
(NAL: Research)

Class Number(s): SF 600-1100

Definition: Comparison of structure, function, behavior, and  
diseases of animals and humans; it includes the  
study of animal models of human diseases.

Includes:

Comprehensive      Animal disease models (including induced and  
                                 naturally occurring animal models of human  
                                 diseases)  
                                 Comparative anatomy  
                                 Comparative embryology  
                                 Comparative oncology  
                                 Comparative pathology  
                                 Comparative physiology

See also: LABORATORY ANIMAL SCIENCE  
VETERINARY MEDICINE

COMPUTER SCIENCE: generally OUT OF SCOPE

Class Number(s): QA

Definition: The branch of knowledge concerned with automated  
information processes, the structure and  
procedures that represent these processes, and  
their implementation in information-processing  
systems.

Includes:

Comprehensive      Computers used in medicine, hospital  
                                 administration, medical records, pharmacy  
                                 control, medical libraries and information  
                                 systems  
                                 Computer-assisted diagnosis

Out of Scope      General computer science

Notes: Although publications on general computer science generally will not be collected, selected material in this field will be acquired for the NLM Staff Library.

See also: MEDICAL INFORMATICS

CYTOLOGY: generally COMPREHENSIVE

Class Number(s): QH 573-671

Definition: The study of cells, including subcellular elements, their origin, structure, function, and pathology.

Includes:

Comprehensive Comparative cytology (humans in relation to animals)  
Dental cytology  
Human cytology  
Invertebrates that are human parasites  
Pathological human cytology

Research Other vertebrate cytology  
(NAL: Research)

Basic Information Invertebrate cytology  
(NAL: Comprehensive for insects and other invertebrates of economic importance)

Out of Scope Plant cytology  
(NAL: Comprehensive)

Notes: Sample titles:  
Cell Biochemistry and Function - COMPREHENSIVE  
The Life of the Cell - COMPREHENSIVE  
Cell Interface Reactions - COMPREHENSIVE

See also: ANATOMY  
BIOLOGY  
HISTOLOGY  
PATHOLOGY

DENTISTRY: COMPREHENSIVE

Class Number(s): WU

Definition: The science and art of preventing, diagnosing, and treating diseases, injuries, and malformations of the teeth, jaws, and mouth.

Includes:

Comprehensive	Dental anatomy, physiology, biochemistry, anesthesia, analgesia Dental auxiliaries Dental materials and equipment Dental pharmacology Dental practice and management Dental radiology Endodontics Operative and restorative dentistry Oral medicine Oral surgery Orthodontics Periodontics Preventive dentistry Prosthodontics
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DERMATOLOGY:

COMPREHENSIVE

Class Number(s):

WR

Definition:

The branch of medicine dealing with the diagnosis and treatment of diseases of the skin, and with its chemistry, physiology, histopathology, and with the relationship of cutaneous lesions to systemic disease.

DIAGNOSTIC IMAGING:

COMPREHENSIVE

Class Number(s):

WN 200-240

Definition:

The visualization of deep structures of the body by passing x-rays, electron beams or ultrasonic waves into the tissues for the diagnosis of disease.

Includes:

Comprehensive	Echocardiography Echoencephalography Electrostatic imaging Emission computed imaging Nuclear medicine Radionuclide imaging Thermography
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See also:

RADIOLOGY

ECOLOGY:

generally BASIC INFORMATION

Class Number(s)

GF, QH 540-549

Definition:

The branch of biology dealing with the relations between organisms and their environment especially as manifested by natural cycles and rhythms, community development and structure, geographic distributions, and population alterations.

Includes:

Comprehensive

Effect of pollution on humans, nonhuman primates, and laboratory animals  
Environmental health  
Health effects of human altering of the environment  
Human ecology

Research

Cumulated data on levels of pollution

Basic Information

Community ecology  
Extraterrestrial environment  
Food chains  
Methods of monitoring environment

Notes:

Sample titles:  
Clinical Ecology - COMPREHENSIVE  
Pollution and Marine Ecology - BASIC  
INFORMATION  
Ecology of Populations - BASIC INFORMATION

See also:

ANTHROPOLOGY  
BIOLOGY  
PUBLIC HEALTH

ECONOMICS:

generally OUT OF SCOPE

Class Number(s):

HC-HJ

Definition:

The study of the creation and distribution of wealth, of the behavior of prices, and of the forces that determine national income and employment.

Includes:

Comprehensive

Economic factors in public health  
Economics of health care  
Health insurance and reimbursement  
Hospital financing  
Medical and dental economics  
Medical fees



Medicare, medicaid

Notes:

Sample titles:  
Hospitals and Fiscal Responsibility -  
COMPREHENSIVE  
Blue Shield: A Statistical Analysis of Medical  
Claims - COMPREHENSIVE  
Budget Deficit Pathology in Developed Countries -  
OUT OF SCOPE  
An Economic Primer - OUT OF SCOPE

See also:

HEALTH CARE  
PUBLIC HEALTH

EDUCATION:

generally OUT OF SCOPE

Class Number(s):

L

Definition:

Any process by which an individual gains knowledge or insight or develops attitudes or skills. "Formal education" is acquired through organized study, as in a school or college. "Informal education" may arise from myriads of other daily experiences.

Includes:

Comprehensive

Education for the health professions including physicians, nurses, dentists, and allied health workers (W, WU, WV)  
Veterinary education (SF 775-779)

Research

Learning disabilities  
Physical education (QT 255)  
Sex education (HQ 35-59)  
Special education (HV 1618-2349, HV 2417-2990, SF 775-779)

Notes:

Sample titles:  
A History of Toxicology Training in the United  
States - COMPREHENSIVE

EMBRYOLOGY:

generally COMPREHENSIVE

Class Number(s):

QS 604-679

Definition:

The science dealing with the formation, development, structure, and functional activities of embryos.

Comprehensive

Embryological aspects of diseases  
Embryology of laboratory animals and non-human

primates  
 Normal and abnormal human embryology

Research      Invertebrates that are human or animal parasites  
 Other vertebrate embryology  
 (NAL: Research)

Basic Information      Other invertebrate embryology  
 (NAL: Comprehensive for insects and other  
 invertebrates of economic importance)

Notes:      Some organisms, such as sea urchins, are used as  
 illustrations of basic biological phenomena, and  
 as such will be collected at the BASIC INFORMATION  
 LEVEL.

Sample titles:  
Mammalian Eggs and Embryos - COMPREHENSIVE  
Studies of the Influence of Dietary Factors on Sex  
Cycles and Production of Embryological  
Abnormalities in the Albino Rat - COMPREHENSIVE  
Embryology and Histology of Domestic Animals -  
RESEARCH  
Sea Urchin Development: Cellular and Molecular  
Aspects - BASIC INFORMATION

See also:      BIOLOGY  
 EVOLUTION

EMERGENCY MEDICINE:      COMPREHENSIVE

Class Number(s):      WB 105

Definition:      A medical speciality dealing with acutely ill or  
 injured medical patients who require immediate  
 medical treatment.

Includes:

Comprehensive      First aid (E) (WA 292)  
 Hospital emergency department  
 Medicolegal considerations  
 Resuscitation, aspiration, and drainage techniques

ENDOCRINOLOGY:      generally COMPREHENSIVE

Class Number(s):      WK

Definition:      The science dealing with the endocrine glands,  
 their secretions, and their role in the function  
 of the body.

Includes:

Comprehensive	Endocrinology of humans, nonhuman primates, and laboratory animals
Research	Invertebrates that are human or animal parasites Endocrinology of other vertebrates (NAL: Research)
Basic Information	Other invertebrate endocrinology (NAL: Comprehensive for insects and other invertebrates of economic importance)

See also: BIOLOGY  
INTERNAL MEDICINE  
PHYSIOLOGY

ENGINEERING: generally OUT OF SCOPE

Class Number(s): TA, TP, QT

Definition: The practical application of physical, mechanical, and mathematical principles.

Biomedical Engineering - the application of engineering principles to obtain solutions to biomedical problems; usually involves collaboration of engineers and biological scientists.

Dental Engineering - the application of engineering principles to dentistry.

Includes:

Comprehensive	Biomedical and dental engineering
Research	Health aspects of sanitary engineering (WA 671)
Basic Information	Chemical engineering Human engineering (i.e., ergonomics)

EPIDEMIOLOGY: generally COMPREHENSIVE

Class Number(s): WA

Definition: A field of medicine concerned with the determination of causes, frequency, and characteristic behavior of diseases affecting human populations; also the interrelationships of

host, agent, and environment as related to the distribution and control of disease.

Includes:

Comprehensive	Epidemiology of human diseases, including animals as vectors of diseases
Basic Information	Epidemiology of animal diseases not affecting humans (NAL: Comprehensive)

ETHICS/PHILOSOPHY: generally OUT OF SCOPE

Class Number(s): B-BD, BJ, W50, W61

Definition: Ethics - the branch of philosophy dealing with values relating to human conduct, with respect to the rightness and wrongness of certain actions and to the goodness and badness of the motives and ends of such actions.

Bioethics - the branch of applied ethics, which studies the value implications of practices and developments in the life sciences.

Medical Ethics - the principles of proper professional conduct concerning the rights and duties of the physician himself, his patients, and his fellow practitioners. Part of the broader discipline of bioethics.

Philosophy - the rational investigation of the truths and principles of being, knowledge, and conduct. Often divided into the following branches: natural, moral, and metaphysical.

Includes:

Comprehensive	Bioethics Ethical issues related to use of animals in biomedical research Medical ethics Philosophy of medicine
Basic Information	Philosophy of science

EVOLUTION: generally RESEARCH

Class Number(s): QH 359-425

Definition: The continuous genetic adaptation of organisms or



species to the environment by the integrating agencies of selection, hybridization, inbreeding, and mutation.

Includes:

Comprehensive	Paleopathology
Research	Human and nonhuman primate evolution Other mammalian evolution if compared with primates
Basic Information	Paleontology Taxonomy

Notes:

Sample titles:  
Omnivorous Primates - RESEARCH  
The Antecedents of Man - RESEARCH  
Fossils in the Making - BASIC INFORMATION  
Insect Phylogeny - OUT OF SCOPE

See also:

ANTHROPOLOGY  
BIOLOGY  
GENETICS

FAMILY PRACTICE:

COMPREHENSIVE

Class Number(s): W, WB 110

Definition: A medical specialty concerned with the provision of continuing, comprehensive primary health care for the entire family.

FORENSIC MEDICINE:

COMPREHENSIVE

Class Number(s) W

Definition: The application of medical knowledge to questions of law.

Includes:

Comprehensive	Legislation and jurisprudence relating to health or medicine Forensic dentistry Forensic psychiatry
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See also: POLITICAL SCIENCE/LAW

GASTROENTEROLOGY:

COMPREHENSIVE

Class Number(s): WI

Definition: A subspecialty of internal medicine concerned with the study of the physiology and diseases of the digestive system including the esophagus, liver, gallbladder, and pancreas.

GENETICS:

generally COMPREHENSIVE

Class Number(s): QH 426-470, QW 51, QZ 50

Definition: A branch of biology that deals with the heredity and variation of organisms and with the mechanisms by which these are affected.

Includes:

Comprehensive Behavioral genetics  
Biochemical genetics  
Cytogenetics  
Genetic engineering  
Genetic intervention  
Human genetics  
Immunogenetics  
Medical genetics  
Microbial genetics  
Molecular genetics  
Primate and laboratory animal genetics

Research Other animal genetics  
(NAL: Research)  
Population genetics

Basic Information Plant genetics  
(NAL: Comprehensive)  
Species formation

See also: BIOLOGY  
EVOLUTION  
LABORATORY ANIMAL SCIENCE

GEOGRAPHY:

generally OUT OF SCOPE

Class Number(s): G, WB 700-720

Definition: The study of spatial variation on the earth's surface and of mankind's relation to its environment.

Includes:

Comprehensive Diseases of ethnic groups  
Diseases of geographic areas  
Geography of disease

Basic Information Non-health related materials (i.e., atlases,  
gazetteers, etc.) that are necessary for  
providing reference service

See also: ANTHROPOLOGY  
EPIDEMIOLOGY

GERONTOLOGY: generally COMPREHENSIVE

Class Number(s): BF, HQ, WT

Definition: The scientific study of the problems of aging in  
all their aspects - clinical, biological,  
historical, psychological, and sociological.

Geriatrics is that branch of medicine that treats  
all problems peculiar to old age and the aging,  
including the clinical problems of senescence and  
senility.

Includes:

Comprehensive All medical, biological, psychological aspects of  
aging  
Geriatrics  
Health services for the aged

Basic Information Other areas within gerontology such as those  
related to sociological, political, economic  
issues

Notes: Sample titles:  
Sexual Geriatrics - COMPREHENSIVE  
Brain Chemistry and Aging - COMPREHENSIVE

GYNECOLOGY see OBSTETRICS/GYNECOLOGY

HEALTH CARE: COMPREHENSIVE

Class Number(s): W, WA

Definition: The provision and distribution of health services  
to patients.

Includes:

Comprehensive	Assessment of national and community health care needs Health care delivery programs Health education Health maintenance organizations (HMO) Health services in developing countries Health services research Health problems of special population groups (e.g., maternal and child welfare) Laws affecting the organization and financing of health care Quality of health care Social work related to health care Telemedicine
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See also:

HEALTH PROFESSION  
HOSPITALS/HEALTH FACILITIES  
POLITICAL SCIENCE/LAW  
PUBLIC HEALTH

HEALTH FACILITIES see HOSPITALS/HEALTH FACILITIES

HEALTH PROFESSION: COMPREHENSIVE

Class Number(s): W

Definition: All health and allied health occupations and professional issues related to these occupations.

Includes:

Comprehensive	Health manpower Health personnel (allied health personnel, dentists, medical faculty, medical staff, nurses, pharmacists, physicians, veterinarians) Laws affecting medical practice, licensure, malpractice, etc. Types of practice (e.g., family, group)
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See also:

EDUCATION  
ETHICS  
POLITICAL SCIENCE/LAW

HEMATOLOGY: COMPREHENSIVE

Class Number(s): WH



Definition: The medical specialty that pertains to anatomy, physiology, pathology, symptomatology, and therapeutics related to blood and blood-forming tissues.

Includes:

Comprehensive Bone marrow diseases  
Hemic and lymphatic systems and their diseases  
Reticuloendothelial system

HISTOLOGY: generally COMPREHENSIVE

Class Number(s): QS 504-532

Definition: That branch of anatomy that deals with the structure, composition, and function of tissues.

Includes:

Comprehensive Comparative histology (humans as related to animals)  
Human histology  
Primate and laboratory animal histology

Research Invertebrates that are human or animal parasites  
Other vertebrate histology  
(NAL: Research)

Basic Information Other invertebrate histology  
(NAL: Comprehensive for insects and other invertebrates of economic importance)

Notes: Sample titles:  
Bailey's Textbook of Microscopic Anatomy - COMPREHENSIVE  
The Tissues of the Body - COMPREHENSIVE

See also: ANATOMY  
BIOLOGY  
CYTOLOGY  
PATHOLOGY  
VETERINARY MEDICINE

HISTORY: generally OUT OF SCOPE

Class Number(s): C-F

Definition: The past experience of mankind, usually as preserved in written records.

Notes: In general the library collects the history of a subject or aspects of a subject at the same level at which the subject or aspect itself is collected.

See also: HISTORY OF MEDICINE

HISTORY OF MEDICINE: COMPREHENSIVE

Class Number(s): WZ

Definition: The history of medical thought and practice from the earliest times to the recent past.

Notes: Medical thought and practice should be broadly interpreted to include all subjects collected at the COMPREHENSIVE LEVEL.

HOSPITALS/HEALTH FACILITIES: COMPREHENSIVE

Class Number(s): WX

Definition: Health Facilities are institutions that provide medical or health-related services. Hospitals are health institutions that provide the facilities for the diagnosis and treatment of physical, mental, and medical aspects of disease and for the training of physicians, nurses, and other health personnel.

Includes:

Comprehensive Ambulances and mobile units  
Architectural planning, design, and construction of  
health facilities  
Blood banks  
Community health centers  
Emergency services and trauma centers  
Hospices  
Hospital administration and organization,  
including governing boards, financial  
administration, business management, safety,  
fire, and disaster programs, food service, and  
medical records  
Hospital communications systems  
Medical laboratories  
Military health facilities  
Outpatient clinics  
Poison control centers  
Rehabilitation centers

Residential health facilities  
Surgicenters  
Tissue banks

See also: ART/ARCHITECTURE  
ECONOMICS  
EDUCATION  
EMERGENCY MEDICINE  
HEALTH CARE

HYGIENE: generally COMPREHENSIVE

Class Number(s): QT

Definition: The science that deals with the establishment and maintenance of health in the individual and the group.

Includes:

Comprehensive

Group:

Domestic hygiene  
Environmental hygiene  
Food hygiene  
Hospital hygiene  
Industrial hygiene  
Military hygiene  
School hygiene

Individual:

Child and adolescent hygiene  
Dental or oral hygiene  
Female hygiene  
Hygiene in the elderly  
Mental hygiene

Research

Evaluation of materials such as disinfectants used for hygienic purposes  
Hygiene education  
Physical education  
Sex education

Notes:

Materials used in health and hygiene education of the general public are generally not collected. Materials about hygiene education written for the health professional are collected at the RESEARCH LEVEL.

See also:

EDUCATION  
GERONTOLOGY  
HOSPITALS/HEALTH FACILITIES  
MILITARY MEDICINE  
OBSTETRICS/GYNECOLOGY  
OCCUPATIONAL MEDICINE/OCCUPATIONAL HEALTH

SEXOLOGY  
SPORTS MEDICINE

IMMUNOLOGY:

generally COMPREHENSIVE

Index Number(s):

QW 501-900, WD 300

Definition:

The branch of biomedical science concerned with the response of the organism to antigenic challenge, the recognition of self from non-self, and all the biological (in vivo), serological (in vitro), and physical/chemical aspects of immune phenomena.

Includes:

Comprehensive

The following areas when considered in general or as related to humans:

Antigen-antibody reactions  
Cellular immunity  
Complement system  
Histocompatibility  
Humoral immunity  
Hypersensitivity  
Immune mediators or products  
Immune tolerance  
Immunization  
Immunochemistry  
Immunogenetics  
Immunoglobulins  
Immunohematology  
Immunologic diseases  
Immunotherapy  
Transplantation immunology  
Tumor immunology

Research

General animal immunology  
(NAL: Research)  
Veterinary immunology  
(NAL: Comprehensive)

Notes:

Sample titles:  
Immunologic Aspects of Mammalian Reproduction -  
COMPREHENSIVE  
Antigen-Induced Arthritis - COMPREHENSIVE  
Host Factors in Human Carcinogenesis -  
COMPREHENSIVE  
Immunoneuropathology - COMPREHENSIVE  
Hybridomas and Cellular Immortality -  
COMPREHENSIVE  
Avian Immunology - RESEARCH



INFECTIOUS DISEASES:

COMPREHENSIVE

Class Number(s):

SF 781, WC

Definition:

Diseases due to organisms ranging in size from viruses to parasitic worms. They may be contagious in origin, result from nosocomial exposure, or be due to endogenous microflora from the nose and throat, skin, or bowel.

Communicable diseases are diseases the causative agent of which may pass or be carried from one human to another or from an animal to a human either directly or indirectly.

Includes:

Comprehensive

Carrier state  
Communicable disease control  
Disease outbreaks/epidemics  
Disease reservoirs  
Disease vectors  
Eye infections  
Food poisoning  
Hospital infections  
Immunization  
Peritonitis  
Respiratory infections  
Sexually transmitted diseases  
Skin infections  
Zoonosis and the role of animals as hosts to human pathogens (NAL: Comprehensive)

See also:

EPIDEMIOLOGY  
IMMUNOLOGY  
MICROBIOLOGY  
PARASITOLOGY  
PROTOZOOLOGY  
PUBLIC HEALTH  
TROPICAL MEDICINE

INFORMATION SCIENCE see LIBRARY AND INFORMATION SCIENCE

INTERNAL MEDICINE:

COMPREHENSIVE

Class Number(s):

WB

Definition:

The medical specialty concerned with diagnosis and treatment of diseases of the internal organ systems.

See also:

CARDIOLOGY

ENDOCRINOLOGY  
GASTROENTEROLOGY  
HEMATOLOGY  
IMMUNOLOGY  
INFECTIOUS DISEASES  
NEPHROLOGY  
ONCOLOGY  
PULMONARY MEDICINE  
RHEUMATOLOGY

LABORATORY ANIMAL SCIENCE: generally COMPREHENSIVE  
(NAL: Comprehensive)

Class Number(s): QY 50-60, SF 600-998

Definition: The science and technology dealing with the procurement, breeding, care, health, and selection of animals used in biomedical research and testing.

Includes:

Comprehensive Alternatives to animal experimentation  
Ethics of animal experimentation  
Genetics  
Gnotobiotics  
Housing requirements  
In vivo toxicology testing  
Laboratory animal welfare  
Techniques for animal experimentation  
Zoonoses

Research Laws and regulations concerning laboratory animals

Notes: Animals used extensively in the laboratory are mice, rats, guinea pigs, hamsters, gerbils, and miniature pigs; others used frequently for experimentation and testing are rabbits, dogs, cats, and nonhuman primates; and still others used less frequently as laboratory animals are sheep, goats, and calves.

See also: COMPARATIVE MEDICINE  
ETHICS/PHILOSOPHY  
VETERINARY MEDICINE

LAW see POLITICAL SCIENCE/LAW

LIBRARY AND INFORMATION SCIENCE: generally OUT OF SCOPE

Class Number(s): Z

Definition: Library science is the study of principles and practices of library service and administration.

Information science is that set of principles and prescriptive rules dealing with the organization, maintenance, and management of bodies of scientific, technical, and business information used in decision making.

Includes:

Research Classification systems, thesauri, in the health sciences  
Publications and reference materials on health sciences libraries, including patient libraries

Notes: The major part of the collection in this subject area will consist of materials related to health sciences libraries and librarianship and health sciences information systems.

Materials on general library and information science will be available for in-house use in the NLM Staff Library.

Specific types of materials (e.g., abstracting and indexing services, book catalogs, accessions lists, etc.) are discussed in the Format Section of this manual.

See also: COMPUTER SCIENCE  
MEDICAL INFORMATICS

MATHEMATICS: generally OUT OF SCOPE

Class Number(s): HA, QA, QH, QT, WA

Definition: The science of numbers and their operations, interrelations, combinations, generalizations, and abstractions and space configurations and their structure, measurement transformations, and generalizations.

Includes:

Research Biomathematics  
Biometry  
Biostatistics

Basic Information Statistics

Notes:

Materials covering theories and formulae are generally collected at the BASIC INFORMATION LEVEL. Materials covering the application of formulae to biological data are collected at the RESEARCH LEVEL, and those that cover their application to core areas at the COMPREHENSIVE LEVEL.

MEDICAL EQUIPMENT AND SUPPLIES:      COMPREHENSIVE

Class Number(s):      QV 26, QV 785-835, QW 526, W 26, WE 26, WN 150, WO 162, WO 240, WU 26

Definition:      Instruments, devices, and substances used in the practice of medicine and in the delivery of health care.

Includes:

Comprehensive      Anesthetics  
Artificial organs  
Dental equipment  
Diagnostic imaging equipment  
Disposable equipment  
Hospital equipment and supplies  
Implants  
Prostheses  
Surgical equipment

See also:      CATALOGS (Format Section p. 23-24)  
OPTOMETRY

MEDICAL INFORMATICS:      COMPREHENSIVE

Class Number(s):      W 26.5, Z

Definition:      The application of computer and information sciences to medicine and health services.

Includes:

Comprehensive      Administrative and financial applications  
Computer-assisted diagnosis  
Expert systems  
Hospital information systems  
Medical information systems  
Medical records systems  
Nursing applications

See also:      COMPUTER SCIENCE  
LIBRARY AND INFORMATION SCIENCE



MEDICAL/PHARMACEUTICAL CHEMISTRY see CHEMISTRY, MEDICAL/PHARMACEUTICAL

MICROBIOLOGY: generally COMPREHENSIVE

Class Number(s): QW 1-300

Definition: The study of microorganisms including bacteria, fungi, rickettsia, protozoa, and viruses.

Includes:

Comprehensive Bacterial and fungal flora of humans  
Clinical bacteriology  
Clinical virology  
Contamination of food consumed by humans  
Infections of nonhuman primates and laboratory animals  
Medical mycology

Research Infections of higher animals  
Selection and growing of fungi, bacteria, etc., for drug production  
Taxonomy

Basic Information Environmental microbiology  
Non-clinical bacteriology  
Non-clinical mycology  
Non-clinical virology

Out of Scope: Fermentation technology  
Fungal contamination of agricultural products (e.g., grains) unless the mycotoxins in question cause diseases of humans or animals  
Invertebrate and plant viruses  
(NAL: Comprehensive including insects, but other invertebrates must be of economic importance)

See also: BIOLOGY  
BOTANY  
GENETICS  
INFECTIOUS DISEASES  
PARASITOLOGY

MILITARY MEDICINE: COMPREHENSIVE

Class Number(s): UH, VG

Definition: The practice of medicine as applied to military operations and personnel.

See also: AEROSPACE MEDICINE

## HYGIENE

MOLECULAR BIOLOGY: generally COMPREHENSIVE

Class Number(s): QH 506

Definition: A branch of biology in which biological phenomena and processes are studied not only from a phenomenological point of view, but also by physical-chemical and biochemical investigations at the molecular level. Molecular biology is based on developments in genetics, biochemistry, physical chemistry of macromolecules, and chemical physics and represents an effort to account for biological events in terms of established principles of physics and chemistry.

Includes:

Comprehensive  
Clinical applications in genetic diseases  
Clinical applications in sex determination  
Membrane biology  
Molecular cardiology  
Molecular endocrinology  
Molecular hematology  
Molecular neurobiology  
Molecular parasitology  
Molecular pathology  
Molecular pharmacology  
Oncogenes in cancer research  
Prenatal diagnosis  
Structure of intermediate filaments,  
microtubules, chromatin, ribosomes, DNA and RNA

Notes:

Sample titles:  
The Molecular Biology of Enzyme Synthesis -  
COMPREHENSIVE  
Molecular Immunology - COMPREHENSIVE  
Molecular Evolution, Protein Polymorphism and the  
Neutral Theory - COMPREHENSIVE  
Molecular Biology of Parasites - COMPREHENSIVE

NEUROLOGY: COMPREHENSIVE

Class Number(s): WL

Definition: A medical-surgical specialty concerned with the study of the structure, functions, and the diagnosis and treatment of nervous system diseases.

Includes:

Comprehensive

Brain and its environment  
Neurologic diagnosis (e.g., cerebral angiography, cerebral ventriculography, electroencephalography, myelography, spinal puncture)  
Neurologic diseases and disorders (e.g., epilepsy, infectious disorders, movement disorders, neuropsychiatric disorders, sleep disorders, stroke, toxic and metabolic disorders)  
Peripheral nervous system  
Spinal cord

NURSING:

COMPREHENSIVE

Class Number(s):

WY

Definition:

A professional health service that is directed toward the promotion and maintenance of health, the prevention, detection, and treatment of disease, and the restoration of optimal functioning of individuals, families, and communities.

Includes:

Comprehensive

Midwifery  
Nurse clinicians and practitioners  
Nurse scientists  
Nurses' aides and attendants  
Nursing techniques in special fields of medicine (e.g., nurse anesthetists, pediatric nursing, psychiatric nursing, surgical nursing)  
Psychological aspects of nursing  
Special fields in nursing (e.g., administration, home care services, public health nursing, Red Cross nursing, school nursing)

See also:

EDUCATION  
HEALTH CARE  
HEALTH PROFESSION

NUTRITION:

generally COMPREHENSIVE

Class Number(s):

QU 145, WB 400, WD 100-175, WD 210-212,  
WS 115-120, WU 113.7

Definition:

The science of food, the nutrients and other

substances contained therein, their assimilation, utilization, action, interaction, and balance in relation to health and disease.

Includes:

Comprehensive	Anorexia, bulimia Food chemistry Human nutrition Nutritional disorders including deficiency diseases, obesity, and starvation Nutritional requirements Primate and laboratory animal nutrition Vitamins
Research	Other animal nutrition (physiologic aspects) (NAL: Comprehensive)
Out of Scope	Animal husbandry (NAL: Comprehensive)

Notes: Sample titles:  
Cancer and Nutrition - COMPREHENSIVE  
Food Values - COMPREHENSIVE  
Basic Guide to Canine Nutrition - RESEARCH

See also: BIOCHEMISTRY  
PHYSIOLOGY

OBSTETRICS/GYNECOLOGY: COMPREHENSIVE

Class Number(s): WP, WQ

Definition: The medical specialties dealing with female reproduction and reproductive disorders.

Obstetrics - a medical-surgical specialty concerned with the management and care of women during pregnancy, parturition, and puerperium.

Gynecology - a medical-surgical specialty concerned with the physiology and disorders primarily of the female genital tract, as well as female endocrinology and reproductive physiology.

Includes:

Comprehensive	Abortion Artificial insemination Contraception Fertility Fertility in vitro Menstruation disorders
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Pregnancy complications (e.g., fetal death, fetal diseases, premature labor, pregnancy and diseases)

Notes: Patient education materials on pregnancy, childbirth, and prenatal care will be collected selectively. (E)

See also: SEXOLOGY

OCCULT SCIENCES: generally OUT OF SCOPE

Class Number(s): BF 1405-1999

Definition: The practices that are based upon the theories and beliefs of the philosophy of hidden matters. The philosophy usually connotes unorthodox mystical beliefs and obscure magical practices, all employing the presence of some principle outside the scope of the material world, and therefore inaccessible to scientific study.

Includes:

Basic Information Demonology  
Magic  
Medical astrology  
Witchcraft

Notes: Only those materials that provide a critical history or analysis of the subject will be collected.

Sample titles:  
Essentials of Medical Astrology - BASIC  
INFORMATION  
Occult in America - BASIC INFORMATION  
Sorcerers and Healing Spirits - BASIC INFORMATION

See also: ANTHROPOLOGY  
PSYCHOLOGY

OCCUPATIONAL MEDICINE/OCCUPATIONAL HEALTH: COMPREHENSIVE

Class Number(s): WA 400-495

Definition: The branch of medicine concerned with the promotion and maintenance of the physical and mental health of employees in industrial and other occupational settings.

Includes:

Comprehensive	Industrial accidents
	Industrial psychology
	Occupational dentistry
	Occupational diseases
	Occupational health services
	Occupational noise
	Occupational pollution
	Occupational safety

See also: HEALTH CARE  
HYGIENE  
PSYCHOLOGY  
PUBLIC HEALTH

## ONCOLOGY: COMPREHENSIVE

Class Number(s): QZ 200

**Definition:** The study of the physical, chemical, and biologic properties and features of neoplasms, including causation and pathogenesis.

See also: INTERNAL MEDICINE  
PATHOLOGY

## OPHTHALMOLOGY: COMPREHENSIVE

Class Number(s): WW 20-620

**Definition:** A medical specialty concerned with the structure and function of the eye and the medical and surgical treatment of its defects and diseases.

Includes:

Comprehensive	Disturbance due to diseases of the central nervous system
	Disturbances of ocular mobility
	Geriatric ophthalmology
	Industrial and traumatic ophthalmology (e.g., foreign bodies, toxic injuries)
	Pediatric ophthalmology

OPTOMETRY: COMPREHENSIVE

Class Number(s): WW 704-722

Definition: The measurement of visual refractive power and the correction of visual defects with lenses or glasses.

Includes:

Comprehensive Geriatric optometry  
Lens technology  
Pediatric optometry

See also: MEDICAL EQUIPMENT AND SUPPLIES

ORTHOPEDICS: COMPREHENSIVE

Class Number(s): WE

Definition: A medical specialty that utilizes surgical and physical methods to treat and correct deformities, diseases, and injuries to the musculoskeletal system, its articulations and associated structures.

OTOLARYNGOLOGY: COMPREHENSIVE

Class Number(s): WV

Definition: A medical specialty concerned with the study and treatment of disorders of the ear, nose, and throat.

PARASITOLOGY: generally COMPREHENSIVE

Class Number(s): QX, SF 810.A3

Definition: The study of parasites (e.g., plants or animals that live within or upon other living organisms at whose expense they obtain some advantage) and parasitic diseases.

Includes:

Comprehensive Clinical parasitology  
Parasitic diseases of laboratory animals and nonhuman primates  
Parasitism of intermediate hosts

Research Other vertebrate parasitology  
(NAL: Comprehensive)

Basic Information Commensal relationship of parasitic organisms and hosts  
Symbiotic relationship of parasitic organisms and hosts  
Parasitology of invertebrate part of the food chain

Out of Scope Parasites that attack invertebrates and plants  
(NAL: Comprehensive for plants, insects, and other invertebrates of economic importance)

Notes: Sample titles:  
Handbook of Medical Parasitology - COMPREHENSIVE  
Parasitology, a Global Perspective - COMPREHENSIVE  
The Parasites We Humans Harbor - COMPREHENSIVE  
Foundations of Parasitology - COMPREHENSIVE  
Manual of Veterinary Parasitological Laboratory  
Techniques - RESEARCH

See also: BIOLOGY  
MICROBIOLOGY  
PROTOZOOLOGY

PATHOLOGY: COMPREHENSIVE

Class Number(s): QY, QZ

Definition: A medical specialty concerned with the nature and cause of disease as expressed by changes in cellular or tissue structure and function caused by the disease process.

Includes:

Comprehensive Clinical pathology (anatomical models, blood chemistry, care and clinical use of laboratory animals, tests/analyses of body fluids/products)  
Comparative pathology  
General manifestations of disease  
Pathogenesis of disease  
Postmortem examination

PEDIATRICS: COMPREHENSIVE

Class Number(s): WS

Definition: A medical specialty concerned with maintaining health and providing medical care to children from birth to adolescence.



Includes:

Comprehensive

Adolescent psychology  
Care and training of children  
Child guidance  
Child nutrition  
Child psychology  
Gifted child  
Handicapped child  
Language development  
Neonatology  
Normal mental growth and development,  
including concept information and logic in  
children  
Normal physical growth and development

Notes:

Materials written for nonmedical audiences will  
be collected very selectively. (E)

See also:

PSYCHIATRY  
PSYCHOLOGY

PHARMACEUTICAL CHEMISTRY see CHEMISTRY, MEDICINAL/PHARMACEUTICAL

PHARMACOLOGY:

generally COMPREHENSIVE

Class Number(s):

QV

Definition:

The study of the origin, nature, properties, and  
actions of drugs and their effects on living  
organisms.

Includes:

Comprehensive

All biological effects of drugs on living  
systems, including beneficial effects, toxic  
effects, and metabolic studies  
Basic pharmacological mechanisms  
Natural products used as drugs (pharmacognosy)  
Pharmacy  
Stimulation and suppression of the immune  
system by drugs  
Studies using animals, cell culture, biochemical  
systems

Research

Pharmacological and analytical methods  
Veterinary pharmaceuticals  
(NAL: Comprehensive)

Basic Information

Drugs discussed as animal product enhancers

(i.e., diethylstilbestrol or antibiotics for promoting animal growth)  
(NAL: Comprehensive)

See also:

CHEMISTRY  
CHEMISTRY, MEDICINAL/PHARMACEUTICAL  
TOXICOLOGY

PHILOSOPHY see ETHICS/PHILOSOPHY

PHYSICS:

generally BASIC INFORMATION

Class Number(s): QC, QT, WN 110

Definition:

The science concerned with the properties, changes, interaction of matter and energy that is considered continuous, including electricity, heat, optics, mechanics; also concerned with the atomic scale of nature in which energy is considered to be discrete, including such branches as atomic, nuclear, and solid-state physics.

Biophysics - the science dealing with physical processes that occur in living organisms. Materials relating to humans are collected comprehensively.

Health physics - the science concerned with problems of radiation protection relevant to reducing or preventing radiation exposure, and the effects of ionizing radiation on humans and their environment.

Psychoacoustics - the science pertaining to the psychological factors that influence the individual's awareness of sound.

Includes:

Comprehensive	Biophysics Health physics
Research	Psychoacoustics
Basic Information	Electricity and magnetism General physics Ionizing radiation Optical instruments and apparatus (microscopes, ophthalmoscopes) Optics, including lasers Radioactivity

Notes: Sample titles:  
Acousto-optic Signal Processing, Electricity, Fields, and Waves in Therapy - RESEARCH  
Effect of Air Ionization, Electric Fields, Atmospherics, and Other Electric Phenomena on Man and Animal - RESEARCH

See also: MEDICAL EQUIPMENT AND SUPPLIES  
PHYSIOLOGY  
RADIOLOGY

PHYSIOLOGY: generally COMPREHENSIVE

Class Number(s): QL, QP, QT, SF

Definition: The study of the functions of the living organism and its parts, and of the physical and chemical factors and processes involved.

Pathological Physiology - the study of disordered function or of function in diseased tissues.

Includes:

Comprehensive Aviation, space, and deep sea diving physiology  
Comparative physiology (humans as related to animals)  
Human physiology - including cardiovascular, reproductive, respiratory, neurologic, metabolic, musculoskeletal, urologic, and gastrointestinal functions, vision, body temperature regulation, electrophysiology, psychophysiology, endocrinology, growth and development, aging, and dental physiology  
Metabolic disorders  
Pathological physiology  
Physiology of nonhuman primates and laboratory animals

Research Adaptation  
Invertebrates that are human or animal parasites  
Other vertebrate physiology  
(NAL: Research)

Basic Information Invertebrate physiology

Notes: Sample titles:  
Clinical Physiology - COMPREHENSIVE  
Exercise Physiology - COMPREHENSIVE  
Contemporary Medical Physiology - COMPREHENSIVE  
A Laboratory Guide to Mammalian Anatomy and Physiology - RESEARCH

See also:

BIOLOGY  
EMBRYOLOGY  
VETERINARY MEDICINE

POLITICAL SCIENCE/LAW: generally OUT OF SCOPE

Class Number(s): J

Definition: Political science is a discipline whose focus is primarily on political institutions, or on the principles, organization, and methods of public government.

Law is the whole body of customs, practices, and rules recognized as binding by a community and/or enforced by a controlling authority; the profession that interprets these rules; and the field of knowledge about their development and implementation.

Includes:

Comprehensive	Development of health care legislation and regulations Government agencies dealing with health care and health professions Government involvement in health care delivery Legal implications of medical technological innovations Legislation and jurisprudence relating to health and medicine Malpractice Patients' rights and consent Political activities of health professions
Research	Privacy and confidentiality of patient records Veterinary legislation (NAL: Comprehensive)
Basic Information	Publications with current reference value, manuals on governmental structure, directories, handbooks, etc.

See also:

ECONOMICS  
FORENSIC MEDICINE  
HEALTH PROFESSION

POPULATION BIOLOGY: generally RESEARCH

Class Number(s): HB 848-3700



Definition: The study of the distribution and abundance of organisms and the dynamics involved.

A population is a group of organisms of the same species occupying a particular space at a particular time. It has characteristics that are a function of the whole group and not of the individual members. These are: density, birth rate, death rate, age distribution, biotic potential, rate of dispersion, and growth form.

Includes:

Comprehensive Vital statistics

Research Demography  
Population fertility  
Population genetics  
Population movement  
Population policy  
Population statistics

Basic Information Community ecology

Notes: The field usually deals heavily with statistical aspects of population genetics and morbidity/mortality rates and trends.

Sample titles:  
Population Control by Social Behavior - RESEARCH  
Demographic Patterns in Developing Societies -  
RESEARCH  
The Biology of Population Growth - RESEARCH

See also: BIOLOGY  
ECOLOGY  
GENETICS

PREVENTIVE MEDICINE: COMPREHENSIVE

Class Number(s): WA 108-292

Definition: A medical specialty primarily concerned with prevention of disease and the promotion and preservation of health in the individual.

Comprehensive Mass screening; multiphasic screening  
Prevention and control of communicable diseases  
Prevention of accident and injury  
Quarantine

See also: PUBLIC HEALTH

PROTOZOOLOGY:

generally COMPREHENSIVE

Class Number(s):

QX, WC

Definition:

The study of protozoa.

Includes:

Comprehensive

Clinical protozoology (the study of protozoan parasites causing diseases in man and other animals)

Food contamination by protozoa

Protozoan infections of humans, nonhuman primates, and laboratory animals

Research

Protozoan infections of other animals

Protozoan taxonomy

Basic Information

Comparative protozoology

Water and soil protozoology

(NAL: Research)

Notes:

Sample titles:

In Vitro Cultivation of Protozoan Parasites - RESEARCH

Biology of Parasitic Protozoa - RESEARCH

See also:

BIOLOGY

MICROBIOLOGY

PARASITOLOGY

PSYCHIATRY:

COMPREHENSIVE

Class Number(s):

WM, WS 350, WS 463, WT 150

Definition:

The science that deals with the origin, diagnosis, prevention, and treatment of mental disorders.

Notes:

Art and literature, including erotica, discussed or interpreted in a psychiatric context by health professionals will be collected. Publications dealing with hypnosis as a therapeutic method or an anesthetic or as a method of investigating the subconscious will be collected; other publications on hypnosis generally will not be acquired. Publications describing sexual deviations and their treatment will be collected only if written for professionals.

See also:

PEDIATRICS

PSYCHOLOGY

SEXOLOGY

## SUBSTANCE USE DISORDERS

### PSYCHOLOGY:

generally RESEARCH

Class Number(s):

BF, WM, WS 105, WS 462, WT 150

Definition:

The study of mental processes and behavior in man and animals.

Comparative psychology - the branch of psychology concerned with similarities or differences in the behavior of different races or animal species.

Experimental psychology - the branch of psychology that studies the fundamental causes of behavior by studying psychological phenomena in controlled experimental situations.

Medical psychology - the branch of psychology directed toward the study and analysis of health, illness, and treatment.

Parapsychology - the branch of psychology dealing with psychical effects and experiences that appear to fall outside the scope of physical law, e.g., telepathy, precognition, clairvoyance.

Includes:

Comprehensive

Abnormal psychology

Adolescent psychology

Child psychology

Clinical psychology

Cognitive psychology - The following topics are collected at the comprehensive level:

Conditioning

Language and language development

Learning, including concept learning and formation

Memory

Neurophysiologic or cortical arousal

Pattern recognition

Perception

Thinking

Note: Other aspects of Cognitive Psychology are collected at the BASIC INFORMATION LEVEL. See below.

Developmental psychology

Human-animal bonding - the study of the effects of companion animals on human well-being and mental health (NAL: Instructional Support)

Psychopathology

Psychopharmacology

## Psychophysiology

### Research

Animal behavior  
Organizational psychology - works dealing with health care organizations and health care professions  
Social psychology - works dealing with membership in health care groups, the effects of group membership on health care seeking or health behavior, and the physician/patient relationship

### Basic Information

Cognitive psychology - works dealing with creativity  
Comparative psychology  
General theory  
Organizational psychology, and social psychology except aspects described under RESEARCH above  
Parapsychology  
Research or experimental design and methods

### See also:

ANTHROPOLOGY  
OCCUPATIONAL MEDICINE/OCCUPATIONAL HEALTH  
PEDIATRICS  
PSYCHIATRY  
SOCIOLOGY

## PUBLIC HEALTH:

generally COMPREHENSIVE

### Class Number(s):

WA

### Definition:

Branch of medicine concerned with the prevention and control of disease and disability, and the promotion of physical and mental health of the population on the international, national, state, or municipal level.

### Includes:

#### Comprehensive

Assessment of national and community health care needs  
Environmental, economic, and social factors in public health  
Epidemiology  
Occupational health and hygiene  
Public health laws and administration  
Public health statistics and surveys  
Regional medical programs  
Veterinary public health

### Research

Health aspects of sanitary engineering, such as



refuse disposal, sanitary drainage, toilet facilities, etc.  
Sanitation and environmental control, including water, air, and noise pollution

Notes: Water, air, and noise pollution materials will be collected only if they are directly related to health; cumulated data on pollution levels will be collected.

Works on water and food supply will generally be collected only if they relate to the safety of the supply for human consumption.

See also: BIOCHEMISTRY  
ECOLOGY  
ENGINEERING  
POLITICAL SCIENCE/LAW  
POPULATION BIOLOGY  
PREVENTIVE MEDICINE

PULMONARY MEDICINE: COMPREHENSIVE

Class Number(s): WF

Definition: The branch of medicine concerned with the clinical recognition, evaluation, and management of the respiratory system within the framework of lung function, pathophysiology, diagnostic radiology, microbiology.

RADIOLOGY: COMPREHENSIVE

Class Number(s): WN

Definition: The science of radioactive substances and high-energy radiations. That branch of health sciences that deals with the use of radiant energy in the diagnosis and treatment of disease.

Includes:

Comprehensive Nuclear medicine  
Radiation genetics  
Radiation injuries  
Radiation physics  
Radiation protection  
Radioactive fallout  
Radioactive pollution  
Radiobiology  
Radiography  
Radioisotopes (use in medicine)

Radiotherapy

See also: DIAGNOSTIC IMAGING

RELIGION: generally OUT OF SCOPE

Class Number(s): W 50, WM 61, WM 460.5, WB 880-885

Definition: The service and worship of a supreme being or beings, an eternal principle, or the supernatural; a personal set or institutionalized system of religious attitudes, beliefs, and practices.

Includes:

Research  
Hygienic laws  
Medical procedures in religion (e.g., use of drugs, circumcision)  
Pastoral counseling  
Religion and social problems  
Religious attitudes toward birth, death, etc.  
Religious attitudes toward medical procedures  
Religious theories of disease

Notes: Sample titles:  
Ancient Greek Ethical Perspectives on Abortion and Euthanasia - RESEARCH  
Healers and the Healing Process - RESEARCH  
Religion and Fertility - RESEARCH

See also: ANTHROPOLOGY  
ETHICS/PHILOSOPHY  
HISTORY OF MEDICINE  
PSYCHIATRY  
THERAPEUTICS  
SEXOLOGY  
SUBSTANCE USE DISORDERS

RHEUMATOLOGY: COMPREHENSIVE

Class Number(s): WE 140

Definition: A subspeciality of internal medicine concerned with the study of inflammatory or degenerative processes and metabolic derangement of connective tissue structures, which pertain to a variety of musculoskeletal disorders, such as arthritis.

SCIENCE: generally BASIC INFORMATION

Class Number(s): Q

Definition: The systematized knowledge of nature and the physical world.

Includes:

Research Financial support for scientific research  
Relationship of science and government

Basic Information: Biography of scientists  
Cybernetics - the comparative study of the automatic control system formed by the nervous system and the brain and by mechanical-electronic communication systems  
History of science  
Social aspects of science - the impact of science on modern society

Notes: Sample titles:  
A Guide to U.S. Government Scientific and Technical Resources - RESEARCH  
The Training and Utilization of Scientific and Engineering Manpower in the People's Republic of China - BASIC INFORMATION

See also: COMPUTER SCIENCE  
ETHICS/PHILOSOPHY  
HISTORY

SEXOLOGY: generally RESEARCH

Class Number(s): QT, WJ, WM, WP

Definition: The science dealing with human sexual behavior, including its biological, physiological, psychological, and sociological aspects.

Includes:

Comprehensive Erotica, psychiatric aspects  
Homosexuality  
Sex counseling  
Sex deviation (e.g., incest, masochism, sadism, transsexualism, transvestism)  
Note: Publications describing sexual deviations and their treatment will be collected if they are written for health professionals.  
Sex disorders  
Sex offenses, physical and psychological effects

Research

Sex and religion

Sex education

Note: "Marriage manuals" will be collected very selectively. (E)

Sexual behavior (e.g., celibacy, coitus, masturbation, prostitution)

Social and cultural aspects (family, marriage)

Basic Information

Erotica, cultural and historical aspects

Sex offenses, criminal aspects

See also:

EDUCATION

PSYCHIATRY

PSYCHOLOGY

RELIGION

SOCIOLOGY

SOCIOLOGY:

generally BASIC INFORMATION (E)

Class Number(s):

W 322, WA 31, WM 30.5

Definition:

The study of social aggregates and groups in their institutional organizations, of institutions and their organization, and of the causes and consequences of changes in institutions and organizations.

Medical sociology - the study of health, illness, and medical care as they are affected by social structure and social interaction.

Includes:

Comprehensive

Language and linguistic analysis of phenomena and events relevant to health, illness, and medicine, e.g., patients' descriptions of pain, symptoms, etc., linguistic structure of doctor/patient interviews, communication among health professionals

Medical aspects of social deviance

Medical sociology, including the following:

Comparative health care systems

Epidemiology of mental disorders

Group dynamics of the health care team

Hospital as a social system

Interactions between patients and health

care providers, e.g., the sick role, death and

dying, occupational "defense mechanisms"

used by health professionals when dealing

with difficult cases

Social and cultural factors as determinants of



health, illness, health care seeking behavior,  
and response to treatment  
Social implications of medical  
technological innovation  
Study of health professions as occupations

Research

Family and family structure  
Population composition, control, growth,  
migration, statistics  
Special programs for the handicapped  
Substance abuse as a social problem

Basic Information

Basic sociological theory  
Social research methods

Out of Scope

Works that deal with specific types of nonhealth  
related organizations or with social mores,  
social stratification, popular culture, and  
group dynamics in social or work situations  
unrelated to health

See also:

ANTHROPOLOGY  
EDUCATION  
ETHICS/PHILOSOPHY  
HEALTH CARE  
HEALTH PROFESSION  
POPULATION BIOLOGY  
PSYCHOLOGY  
PUBLIC HEALTH  
RELIGION  
SEXOLOGY  
SUBSTANCE USE DISORDERS

SPORTS MEDICINE:

COMPREHENSIVE

Class Number(s):

QT 260

Definition:

The field of medicine concerned with physical  
fitness and the diagnosis and treatment of  
injuries sustained in sports activities.

Includes:

Comprehensive

Basic scientific, biomechanical, and clinical  
aspects of athletic injuries

Notes:

Materials written for a nonmedical audience will  
be collected very selectively. (E)

SUBSTANCE USE DISORDERS: generally COMPREHENSIVE

Class Number(s): WM 270-288

Definition: An emotional and/or physiological state characterized by a compulsion to take a drug or other substance on a continuous or periodic basis in order to experience its mental effects, and sometimes to avoid the discomfort of its absence.

Includes:

Comprehensive Alcoholism  
Dependence on inhalants and volatile solvents  
Narcotic dependence  
Substance abuse

Research Substance dependence as related to antisocial behavior

See also: PSYCHIATRY  
PSYCHOLOGY  
SOCIOLOGY

SURGERY: COMPREHENSIVE

Class Number(s): W0

Definition: A specialty in which operative or chiropractic procedures are used in the treatment of diseases, injuries, or deformities.

Includes:

Comprehensive Experimental surgery  
(NAL: Instructional Support)  
Plastic surgery  
Procedures related to specific specialties  
Transplantation

THERAPEUTICS: COMPREHENSIVE

Class Number(s): WB

Definition: A plan of treatment of a disease or defect based upon a correct interpretation of the symptoms and a knowledge of the physiological action of the remedy used.

Includes:

Comprehensive Blood transfusion

Climatotherapy  
 Dietetics and dietotherapy  
 Drug therapy  
 Health resorts  
 Hemodialysis  
 Herbalism  
 Immunization  
 Immunotherapy  
 Occupational therapy  
 Physical therapy (including balneotherapy,  
     massage, medical gymnastics, relaxation)  
 Reflexotherapy  
 Special systems of therapeutics (including  
     acupuncture, chiropractic, homeopathy,  
     naturopathy, osteopathy, podiatry (chiropody))  
 Therapeutic cults (including mental and faith  
     healing, yoga)  
 Ultrasonic therapy  
 Other therapeutic techniques related to  
     specific specialties

**Notes:** Materials will be collected only if prepared for health professionals (including practitioners of those special systems), or if they provide a detailed description in English of the health benefits derived from utilizing a specific therapeutic method, or they include a critical history or analysis of the system.

Materials in the area of physical therapy and dietotherapy that would be used for patient education and self-help will be collected selectively. (E)

**See also:** HEALTH CARE

**TOXICOLOGY:** generally COMPREHENSIVE

**Class Number(s):** QV 600-667, WA 240, 465, 730, WD 500, WE 400

**Definition:** The science concerned with the detection, chemical composition, and biological action of toxic chemicals or physical agents (e.g., radiation) or poisons and the treatment and prevention of toxic manifestations.

**Includes:**

**Comprehensive** Absorption, distribution, and excretion studies of toxic substances  
 Effects of medicinal and poisonous plants on humans  
 Estimation of toxicity from chemical structure

Naturally occurring toxins to humans  
 Testing for toxic substances when the motive is  
 avoidance of possible danger to humans  
 Toxicity of chemical substances to living  
 systems, including acute effects and chronic  
 effects such as carcinogenesis, mutagenesis, and  
 teratogenesis  
 Toxicity of pesticides and herbicides except  
 when totally discussing toxicity to the target  
 pest (e.g., grasshopper)  
 Toxic effects of radiation

Research                      Toxicological test methodology and standards,  
    analytical methods

Basic Information      Effects of toxic substances on soil, water, or the  
    air without regard to biological effects  
    Engineering, monitoring, and disposal  
    methodology and instrumentation

Out of Scope              Beneficial effects in agriculture (e.g., to  
    improve crop yield by pesticides)  
    (NAL: Comprehensive)

See also:                      AGRICULTURE  
    CHEMISTRY, MEDICAL/PHARMACEUTICAL  
    PHARMACOLOGY  
    PUBLIC HEALTH

TROPICAL MEDICINE:                      COMPREHENSIVE

Class Number(s):              WC 680

Definition:                      The branch of medicine concerned with diseases,  
    mainly of parasitic origin, common in tropical and  
    subtropical regions.

See also:                      PARASITOLOGY

UROLOGY:                      COMPREHENSIVE

Class Number(s):              WJ

Definition:                      A medical specialty concerned with the study,  
    diagnosis, and treatment of diseases of the  
    urinary tract in both sexes and the genital tract  
    in the male.



VETERINARY MEDICINE: generally RESEARCH

Class Number(s): SF

Definition: The medical science concerned with the prevention, diagnosis, and treatment of diseases in animals, i.e., laboratory, primates, domestic and nondomestic vertebrates.

Includes:

Comprehensive Primatology  
(NAL: Instructional Support)  
Veterinary profession  
(NAL: Comprehensive)  
Veterinary public health - veterinary medicine as it relates directly to the prevention of human diseases, including zoonoses, milk and dairy hygiene  
(NAL: Comprehensive)  
Veterinary radiobiology, e.g., effects of ionizing radiation on animals and animal products and the protection of animals and animal products against the ill effects of such radiation  
(NAL: Comprehensive)

Research Basic veterinary medical sciences, e.g., anatomy, biochemistry, embryology, histology, immunology, microbiology, parasitology, pathology, pharmacology, physiology, toxicology  
Clinical veterinary medicine, e.g., anesthesiology, clinical pathology, dermatology, internal medicine, radiology, surgery, theriogenology  
Meat hygiene  
Veterinary legislation  
(NAL: Comprehensive in all the above)

See also: COMPARATIVE MEDICINE  
HEALTH PROFESSION  
LABORATORY ANIMAL SCIENCE  
PUBLIC HEALTH  
NLM/NAL Joint Policy Statement on Veterinary Medicine (Appendix I p. 95)

WOUNDS AND INJURIES: COMPREHENSIVE

Class Number(s): WD 600

Definition: Damage inflicted on the body as the direct or indirect result of an external force, with or without disruption of structural continuity.

Includes:

Comprehensive	Asphyxia Athletic injuries Bites or stings Blast injuries Burns Decompression sickness Drowning Electric injuries Fractures Heat exhaustion Hypothermia (frostbite) Motion sickness Self-mutilation Vibration disturbances
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See also:	EMERGENCY MEDICINE MILITARY MEDICINE ORTHOPEDICS SURGERY
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ZOOLOGY: generally RESEARCH

Class Number(s):	QH 367.5, QL, QX 500-650, QY 60.87, WA 110, WC 950
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Definition:	A branch of biology concerned with the animal kingdom and its members as individuals and classes, and with animal life and animal morphology together with anatomy, histology, cytology, physiology, embryology, genetics, taxonomy, paleontology, ecology, and behavior.
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For guidance in selection of materials on a subfield of zoology (e.g., physiology) see that specific subject.

Includes:

Comprehensive	Medical entomology (NAL: Comprehensive) Primates and laboratory animals (NAL: primates - Instructional Support, laboratory animals - Comprehensive)
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Research	Animal behavior (NAL: Research) Comparative zoology Domestic, zoo, and wild animals
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Basic Information	Ecological significance of animals (NAL: Research)
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Phylogeny  
(NAL: Instructional Support)

Out of Scope

General entomology  
Fish and amphibians, except as they are used as  
laboratory animals or sources of food

Notes:

Sample titles:  
Animal Science - RESEARCH  
Integrated Principles of Zoology - BASIC  
INFORMATION  
Laboratory Techniques in Zoology - BASIC  
INFORMATION

See also:

BIOLOGY  
EVOLUTION  
VETERINARY MEDICINE

## NOTES

1. Federal Register Vol. 36, No. 41, March 2, 1971, p. 3895.
2. Library of Congress policy statement, March 2, 1982.
3. Wyndham D. Miles, A History of the National Library of Medicine, the Nation's Treasury of Medical Knowledge, Washington, D.C., Government Printing Office, 1982, p. 5.
4. Ibid., p. 36. Miles is quoting a letter from Billings to Chereau, May 24, 1884; MS/C/84.
5. Ibid., p. 42. Quote from a Billings letter to "Dear Doctor," Jan. 23, 1872; MS/C/81.
6. Miles, op. cit., p. 293.
7. The National Medical Library; Report of a Survey of the Army Medical Library, Chicago, American Library Association, 1944.
8. Ibid., p. 321.
9. Adapted from American Council of Research Libraries statement on appraisal of gifts, 1973.
10. RLG Collection Development Manual, Stanford, Calif., Research Libraries Group, 1981, p. 18.



## Veterinary Science Collection Responsibilities of the National Library of Medicine (NLM) and the National Agricultural Library (NAL)

Veterinary science spans medicine and agriculture, and ready access to the veterinary literature is essential for progress in each of these fields. Both NLM and NAL acquire publications extensively on topics relating to veterinary science and provide information services to segments of the veterinary science community. This overlapping responsibility increases the potential for user confusion regarding the most appropriate source of particular materials or services, for inadvertent gaps in available service, and for unnecessary and expensive duplication of effort. NLM and NAL are reviewing their collections and services with the ultimate goal of making access to veterinary science information easier for all interested users. As a first step, the two libraries have reviewed their collection development policies in veterinary science and prepared a joint statement clarifying their responsibilities in this area.

Together, NLM and NAL attempt to collect, retain and preserve all significant information on veterinary science; however, many aspects of the subject are collected and treated differently at each institution in accordance with the needs of its users. For the purpose of describing their collection policies in veterinary science, NLM and NAL defined the field as consisting of 28 subcategories. A list of these with the general collecting levels for both libraries appears in figure 1. In describing the collecting levels, terminology developed by the Research Libraries Group (RLG) and later adopted by the Association for Research Libraries has been used. The RLG definitions for collecting levels used by NLM or NAL for veterinary science materials are as follows:

Instructional Support Level (3): A collection that is adequate to support undergraduate and MOST graduate instruction, or sustained independent study; that is, adequate to maintain knowledge of a subject required for limited or generalized purposes, of less than research intensity. It includes a wide range of basic monographs, complete collections of the works of more important writers, selections from the works of secondary writers, a selection of representative journals, and the reference tools and fundamental bibliographical apparatus pertaining to the subject.

Research Level (4): A collection that includes the major published source materials required for dissertations and independent research, including materials containing research reporting, new findings, scientific experimental results, and other information useful to researchers. It is intended to include all important reference works and a wide selection of specialized monographs, as well as a very extensive collection of journals and major indexing and abstracting services in the field. Older material is retained for historical research.

Comprehensive Level (5): A collection in which a library endeavors, so far as is reasonably possible, to include all significant works of recorded knowledge (publications, manuscripts, other forms), in all applicable languages, for a necessarily defined and limited field. This level of collecting intensity is one that maintains a "special collection"; the aim, if not the achievement, is exhaustiveness. Older material is retained for historical research.

RLG also developed the concept of the national level collection responsibility. A library that agrees to accept this responsibility for a given subject agrees to collect in the subject comprehensively, process material in the subject on a priority basis, provide services nationwide for other research libraries, and preserve the material dealing with the subject indefinitely. This responsibility is assumed by either NLM or NAL for all areas of veterinary science.

The collecting policies of NLM and NAL in the field of veterinary science can be summarized as follows:

1. NLM has the national level responsibility in the following subcategories of veterinary science: comparative medicine, experimental surgery, the human/animal bond and primatology. NAL will maintain its collection at an instructional support to research level and will rely upon NLM for meeting the occasional needs of its users for more extensive information on these subjects. NAL will not be responsible for indefinite retention and preservation of materials.
2. NLM and NAL will both maintain national level collection responsibilities for laboratory animal medicine and technology, the veterinary profession, veterinary radiobiology and veterinary public health.
3. NAL has national level collection responsibilities for the other areas of veterinary science. NLM will collect at the research level, primarily in the English language.

This brief summary of the collection practices of NLM and NAL on subjects related to veterinary science serves as a statement of national collection level responsibilities and as a guide for those who wish to utilize the resources of the Libraries for this material. The complete collection development policies of the two libraries should be consulted for more specific information. NLM and NAL cooperate to ensure that significant literature in veterinary science is collected, retained, and preserved at the national level and to make this literature accessible to the wide variety of researchers and practitioners throughout the United States.

# Treatment of Veterinary Science Literature at NLM and NAL

TOPIC	COLLECTION LEVEL	
	NLM	NAL
Comparative Medicine	National	Research
Experimental Surgery	National	Instructional Support
Human/Animal Bond	National	Instructional Support
Laboratory Animal Medicine and Technology	National	National
Primateology	National	Instructional Support
Veterinary Profession	National	National
Veterinary Radiobiology	National	National
Veterinary Public Health	National	National
Theriogenology	Research	National
Veterinary Anatomy	Research	National
Veterinary Anesthesiology	Research	National
Veterinary Biochemistry	Research	National
Veterinary Clinical Pathology	Research	National
Veterinary Dermatology	Research	National
Veterinary Embryology	Research	National
Veterinary Histology	Research	National
Veterinary Immunology	Research	National
Veterinary Internal Medicine	Research	National
Veterinary Microbiology	Research	National
Veterinary Parasitology	Research	National
Veterinary Pathology	Research	National

Treatment of Veterinary Science Literature  
at NLM and NAL

TOPIC	COLLECTION LEVEL	
	NLM	NAL
Veterinary Pharmacology	Research	National
Veterinary Physiology	Research	National
Veterinary Radiology	Research	National
Veterinary Surgery	Research	National
Veterinary Toxicology	Research	National
Animal Nutrition (physiologic Aspects)	Research	National
Invertebrate Pathology	Research	National



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